



PROGRAM DEVELOPMENT COMMITTEE
MEETING NOTICE/AGENDA

Posted at
www.scdd.ca.gov

DATE: September 5, 2013

TIME: 1:00 – 4:00 PM

LOCATION: State Council on Developmental Disabilities
1507 21st Street, Suite 210
Sacramento, CA
95811 (916) 322-8481

TELECONFERENCE SITES:

Resources for Independent of Central Valley
220 N. Santa Fe Ste. 131
Visalia, CA 93292
(559) 622-9276

Redwood Coast Regional Center
845 11st Street
Lake Port, CA 95453
(707) 262-0470

Pursuant to Government code Sections 11123.1 and 11125(f), individuals with disabilities who require accessible alternative formats of the agenda and related meeting materials and/or auxiliary aids/services to participate in this meeting should contact Kristie Allensworth at (916) 322-8481 or email kristie.allensworth@scdd.ca.gov. Requests must be received by 5:00 pm August 30, 2013.

AGENDA

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| 1. CALL TO ORDER | J. Lewis |
| 2. ESTABLISHMENT OF QUORUM | J. Lewis |
| 3. WELCOME/INTRODUCTIONS | J. Lewis |

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| 4. APPROVAL OF 6/3/13 MINUTES | J. Lewis |
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5. PUBLIC COMMENTS

This item is for members of the public to comment and/or present information to the Council. Each person will be afforded up to three minutes to speak. Written requests, if any, will be considered first. The Council will also provide a public comment period, not to exceed a total of seven minutes, for public comment prior to action on each agenda item.

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| 6. POLICY ON MAXIMUM GRANT OVERHEADS | M. Polit |
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| 7. RECOMMENDATIONS FOR AREA BOARD
MINI-GRANTS | M. Polit | 3 |
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| 8. PROCESS FOR PRIORITIZING USE OF
PROGRAM DEVELOPMENT FUNDS | M. Polit |
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| 9. NEXT MEETINGS | J. Lewis |
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| 10. ADJOURNMENT | J. Lewis |
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Program Development Committee

Meeting Minutes of June 3, 2013

Sacramento, California

Members Present

Jennifer Allen
Jonathan Clarkson
Janelle Lewis (Chair)
Trena Wade
Robin Hansen
Patty O'Brien
Rebecca Donabed

Members Absent

Molly Kennedy
Austin Taylor
Carmela Garnica

Others Present

Kristie Allensworth, Staff
Roberta Newton, Staff
Mary Agnes Nolan, Staff
Mark Polit, Staff

1. Call to Order

Janelle Lewis, Chairperson, called the meeting to order at 1:06pm

2. Quorum

A quorum was established.

3. Welcome and Introductions

Those in attendance introduced themselves.

4. Public Comments

No public comments were presented.

5. Approval of minutes

Jonathan Clarkson moved and Rebecca Donabed seconded to accept the March 5, 2013 PDC minutes.

MOTION TO ACCEPT: *Jonathan Clarkson* SECONDED: *Rebecca Donabed* APPROVE: 6 OPPOSE: 0 ABSTAIN: 0

Jonathan Clarkson moved and Jennifer Allen seconded to accept the April 23, 2013 PDC minutes.

MOTION TO ACCEPT: *Jonathan Clarkson* SECONDED: *Jennifer Allen* APPROVE: 6 OPPOSE: 0 ABSTAIN: 0

6. Recommendation for Self-Advocacy Support Grant.

Mark Polit explained the review process for the 5 proposals received. First, Sarah VanDyke and Kristie Allensworth did a technical review of the proposals against the minimum

requirements established in the RFP. They scored the proposals as Responsive, Partially Responsive, or Non-Responsive. Then program staff (Roberta Newton, Mary-Agnes Nolan, and Mark Polit) reviewed the five proposals and scored them against the scoring criteria in the RFP. One proposal was non-responsive to the RFP. Of the other four proposals CAPC and Get Safe scored the highest, and were about even. Staff gave no recommendation on which grant to select.

Chairperson Lewis asked the self-advocates on the PDC what their preference was, since the contractor would be working with the self-advocates. Trena Wade agreed with the staff scoring that CAPC and Get Safe were clearly the best. She said that the SSAN advocates were very interested that the contract be cost-effective, and the CAPC proposal is more cost effective. Jennifer Allen indicated that Get Safe was more focused on personal support, but that CAPC focused more on helping the self-advocates with the business of developing SSAN, which is what SSAN needs. Trena concurred that the contract needs to focus on the business of SSAN, and that CAPC was superior in that regard also.

The committee focused on two items in the CAPC proposal that raise questions: (1) Use of the title "Case Manager" and (2) 70 hours for self-advocacy advisors, since the committee felt that the contractor should consult with SSAN self-advocates, not self-advocates from the outside. Jonathan asked if the self-advocates would support the CAPC grant, irrespective of how that was clarified. The answer was "yes." The other members of the committee indicated they were comfortable with the preference of the self-advocates.

Jonathan Clarkson moved and **Patti O'Brien** seconded to recommend the CAPC self-advocacy support proposal to the Council; and to ask staff to get clarifications on the two items in question.

MOTION: <i>Jonathan Clarkson</i>	SECONDED: <i>Patti O'Brien</i>	APPROVE: 7	OPPOSE: 0	ABSTAIN: 0
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7. Request for Proposals Change for Cycle 36 Facilitation Grant

Roberta Newton explained that there were no bids for the facilitation RFP. Roberta and Mark Polit made calls to a few potential bidders and learned, among other things, that the maximum grant amount was viewed as too low for the scope of work. Roberta and Mark recommended increasing the maximum award to \$30,000 and distributing the RFP to agencies that have experience in organizing facilitators and support staff, such as supported living, independent living, and respite agencies.

Jonathan Clarkson moved and **Patti O'Brien** seconded to recommend to the Executive Committee to re-issue the facilitation RFP, to increase the maximum award to \$30,000, and to target distribution to SLS, ILS, and respite agencies.

MOTION: <i>Jonathan Clarkson</i>	SECONDED: <i>Patti O'Brien</i>	APPROVE: 7	OPPOSE: 0	ABSTAIN: 0
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8. Request for Proposals Cycle 36 Area Board Mini Grants

Roberta Newton presented the draft standard RFP for the Area Board mini grants. She noted that each Area Board would customize the RFP with their contact information and which State Plan goals they wanted applicants to address. **Robin Hansen** asked if staff had researched if federal grants were limited to maximum percentage of the grant going to overhead. Roberta explained that federal grants have no such requirement, but the Council could include a maximum in its own grants. Robin suggested that the Council designate a maximum for its grants. The PDC will address that issue at its July meeting.

Jonathan Clarkson moved and **Janelle Lewis** seconded to require a 15% maximum for overhead in the Area Board RFP.

MOTION: <i>Jonathan Clarkson</i>	SECONDED: <i>Janelle Lewis</i>	APPROVE: 7	OPPOSE: 0	ABSTAIN: 0
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Rebecca Donabed moved and **Robin Hansen** seconded to approve the Area Board Mini Grant RFP, as amended.

MOTION: <i>Rebecca Donabed</i>	SECONDED: <i>Robin Hansen</i>	APPROVE: 7	OPPOSE: 0	ABSTAIN: 0
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9. Planning for Future Meetings

The next meeting will be July 15, from 1-2 PM, to review applications responding to the Facilitation RFP; and to discuss setting a maximum percentage for overhead costs for future State Council grants.

The PDC will meet on September 5 to, at a minimum, review the recommendations of the Area Boards for the mini-grants; and on November 5 to, at a minimum, make a recommendation on the second year of funding for the Jay Nolan grant.

8. Adjournment

MOTION TO ADJOURN: <i>Janelle Lewis</i>	SECONDED: <i>Jonathan Clarkson</i>	APPROVE: 7	OPPOSE: 0	ABSTAIN: 0
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The meeting was adjourned at 2:07 PM by Chairperson Lewis.

Enriching Lives

525 Second Street, Suite 103 Eureka, CA 95501
Phone (707) 288-8891 Fax (707) 288-8060 Website: www.yourenrichedlife.org

July 23, 2013

Grant Committee
c/o Denise Gorny
Area Board 1
505 S. State St.
Ukiah, CA 95482

Dear Miss Gorny and Members of the Area Board 1 Grant Committee,

This letter is regarding the recently announced Request for Proposals for Cycle 36 Program Development Grants. The following grant proposal pertains to Category #5: "Individuals with developmental disabilities and their families get the information to be ready for emergencies."

At Enriching Lives we recognize the myriad of disasters that we may be exposed to in our part of the state. We endeavor to be a community leader in supporting individuals with disabilities in all areas of their life, which includes closing the gaps in emergency planning for our most vulnerable citizens.

Our Program Coordinator, Dawn Albrecht, is a member of the Redwood Coast Tsunami Work Group, a member of the Seniors and Persons with Disabilities Committee for the Earthquake Country Alliance, and professional who has worked with the elderly and disabled in Humboldt and Mendocino Counties through local Family Home and Supported Living Agencies. Dawn has contributed countless hours to assist many individuals and non-profit agencies in creating their own site-specific and individual-specific emergency engagement and business continuity plans, and to provide training and information to individuals and their care providers. Utilizing the knowledge she has gleaned over the years, she is currently in the process of completing a Master's Degree in the Environment and Community Program at Humboldt State University. Her thesis project is on Emergency Planning for Vulnerable Populations on the North Coast, focusing primarily on Individuals served through the Redwood Coast Regional Center.

Enriching Lives would use the funds from this grant to have Dawn continue her work in this field and help Individuals work with members of their support team to develop site and client-specific Emergency Engagement Plans that fit their needs. Dawn has already developed workshops and tabletop exercises which she has offered as free trainings for day programs and residential service providers vendored with the Redwood Coast Regional Center in Eureka. Dawn put together a binder for each participant which includes step-by-step protocols and support information for agencies to create their own site-specific and client-specific emergency engagement and business continuity plans.

This past spring Dawn completed a 70-page report for the Redwood Coast Regional Center pertaining to recommendations for continuing efforts in emergency planning for those served by the Regional Center in Humboldt County. This grant would allow us to continue to have Dawn offer her services and to execute a plan to disperse the information to the 4 counties serviced by the Redwood Coast Regional Center.

It is with the needs of our most vulnerable populations in mind that we therefore submit the enclosed grant proposal for the amount of \$10,000 to be utilized in providing workshops, exercises, opportunity for inter-agency collaboration, and consultation for the establishment of Emergency Preparedness Education and Supports for Individuals, their families and service providers affiliated with the Redwood Coast Regional Center in Humboldt, Del Norte, Mendocino and Lake Counties. It is our goal that, through these educational endeavors, regional center service coordinators and vendored service providers will be able to assist clients with the completion of individualized emergency engagement plans. Through the promotion of inter-agency collaboration, we can work together to empower Individuals to advocate for their needs in emergency planning, ensure better continuity of services, and increase both individual and overall community resilience in the event of a major disaster.

As part of this grant, Dawn would make herself available for review, feedback and support for those creating emergency plans of their own, as well as feedback for the Redwood Coast Regional Center as they pursue their 2014 Public Policy Outcome goal of incorporating a brief evaluation regarding emergency preparedness into their IPP planning for individuals served by the Regional Center.

Enriching Lives will be handling the processing of, and ensuring compliance with, the terms of any grant monies received from the State Council on Developmental Disabilities. Enriching Lives is a non-profit agency serving adults and children with intellectual and developmental disabilities.

We would be more than happy to meet with you in person and discuss this proposal further. We thank you for your consideration and look forward to hearing from you. If you have further questions, please contact me at (707) 268-8891 or astickels@yourenrichedlife.org.

Sincerely,



Amber Stickels
Director of Operations



Dawn Albrecht
Program Coordinator

PROJECT DATA SHEET

1. Applicant Information

Project Number: <i>(Assigned by Council)</i>	
Application Number: <i>(Assigned by Council)</i>	
Project Name <i>(55 characters):</i>	Emergency Planning Supports
Organization Name:	Enriching Lives
Organization Website:	www.yourenrichedlife.org
Organization Address:	525 Second St., Suite 103
Organization City/State:	Eureka, CA
Organization Zip Code:	95501
Taxpayer ID Number:	37-1651639
Project Period: <i>(Month /Day/Year)</i>	Start Date 10/1/2013 End Date 9/30/2014
Council Member: <i>(Assigned by Council)</i>	
Council Staff: <i>(Assigned by Council)</i>	

2. Project Information

(Choices are: Non-profit, School District, County, Government Corporation, Tribal Government, For-profit, City / Town, State, Special or Regional Authority, State P & A Agency, University Center, or Other)

Type of Applicant:	Non-Profit
Type of Project: <i>(Assigned by Council)</i>	

3. Project Funding Formula

TOTAL PROJECT COSTS	COUNCIL FUNDS	APPLICANT MATCHING FUNDS
\$13,090.00	Amount: \$10,000.00 Percentage: 76.39%	Amount: \$3,090.00 Percentage: 23.61%
Grant Type (Poverty or Non-Poverty)	Poverty Area	

4. Contact Information:

Name of Project Director:	Dawn Albrecht
Title:	Program Coordinator / Emergency Planning Consultant
Telephone:	(707) 268-8891
Fax:	(707) 268-8060
Email:	disasterdawn@gmail.com

☐ Check if Same as Project Director

Name of Financial Officer:	Philip Castillo
Title:	Director of Finance
Telephone:	(559) 324-8760
Fax:	(559) 779-3204
Email:	pcastillo@yourenrichedlife.org

5. Signatory Authority:

☐ Check if same as Project Director

Name of Organization Director:	Amber Stickels
Title:	Director of Operations
Telephone:	(707) 268-8891
Fax:	(707) 268-8060
Email:	astickels@yourenrichedlife.org
Date:	07/23/2013

Enriching Lives

RFP Response for Program Development Grant Project Narrative for Category 5

Abstract

In post-event assessments of large-scale natural and man-made disasters across many geographic and cultural settings, numerous gaps have been identified in all stages of the emergency management cycle for vulnerable populations. These identified groups include the elderly, physically disabled, non-English speaking, LGBTQ, poor, non-white, immigrant, deaf or hard of hearing, blind or visually impaired, young children, homeless, mentally ill and individuals with intellectual and developmental disabilities. These shortfalls have frequently resulted in increased negative impact for members of these groups ranging from lack of essential services to preventable injury and death. The purpose of this grant project is to fill the gaps in emergency planning for individuals with intellectual and developmental disabilities served by the Redwood Coast Regional Center. The goal of this project is to reduce or eliminate the risk of death or injury, expedite appropriate response and recovery efforts, and ensure continuity of services for our most vulnerable residents in the event of a major disaster. It also establishes a guideline for creating site-specific and individual-specific Emergency Engagement Plans for these same individuals and their service providers, thus increasing community resiliency as a whole.

Qualifications

AMP Inc, dba Enriching Lives ("Enriching Lives") is a combined venture bringing together key areas of expertise – operational knowledge, management experience, and business acumen.

Enriching Lives was founded with the intent to provide combined Foster Family & Family Home Agency services to Individuals with developmental disabilities in select Northern California communities. The management team has extensive experience working in the field and within the regional center system as well as with Individuals with developmental disabilities across a wide variety of supports and services.

Enriching Lives has the following programs and projects in development:

- Vended with Redwood Coast Regional Center effective January 2011 and providing services as both a Family Home Agency and a Foster Family Agency.

- Vendored with Alta California Regional Center effective May 2013 as a Family Home Agency with a Foster Family Agency to follow.
- Awarded the North Bay Regional Center RFP for a Family Home Agency in February 2013 and currently finalizing vendorization.

Enriching Lives is overseen by the following management team:

Director of Operations

Amber Stickels currently oversees the Redwood Coast Regional Center FHA/FFA program. Amber Stickels has a Bachelor of Psychology Degree and 10 years experience working in the social services field - specifically with Individuals with developmental disabilities. Amber has overseen FHA & SLS services in a variety of capacities in the Redwood Coast Regional Center area for the last 7 ½ years. Amber and her team have proven their ability to provide quality services and developed strong relationships within the local community to best allow for the provision of services. Amber has recently completed the UC Davis Professional Concentration in Autism Spectrum Disorders.

Business Director

Philip Castillo oversees all business aspects of Enriching Lives. He has a Bachelor of Science degree in Accounting and a Master of Business Administration degree, along with 21 years of experience in the field of accounting and finance. Philip has been a Senior Finance Manager in the social services field for 10 years overseeing all aspects of budgeting and finance with business responsibility for up to \$60 million. His extensive knowledge, understanding, and investment in the day to day operations of all social service programs make him an ideal business partner.

Director of Social Service Development

Michelle Kersten serves in a development role for Enriching Lives throughout California. She also oversees the quality assurance of the program. Michelle brings a total of 24 years of broad experience working in the social services field specifically with Individuals with developmental disabilities including experience working with day services, supportive living services, foster care, and community care facilities. Michelle has had oversight of services and programs for Individuals with developmental disabilities in California up of to \$33 million per year and up to 2000 Individuals at a time.

Enriching Lives is also fortunate to have the specific expertise of Dawn Albrecht on board as a Social Worker: Program Coordination Emphasis. Dawn will be designated as the lead on this proposed project. Dawn Albrecht has worked in the field of education and developmental disabilities for almost 20 years.

Throughout the years, Dawn has eagerly and consistently sought out opportunities for furthering her knowledge base in multiple areas pertaining to education, psychology, health, learning disabilities, and emergency preparedness, as well as many other topics, typically at her own expense. Dawn's interest in all aspects of natural disasters has prompted her to pursue courses offered through FEMA, California's Specialized Training Institute, the Red Cross, Humboldt State University, and other agencies. She has completed some of the course requirements for an Emergency Management Certificate and is looking forward to completing the rest of the requirements by this time next year.

Dawn has received recognition from FEMA for her service as a member of the Redwood Coast Tsunami Work Group serving on the Steering Committee for the Earthquake Country Alliance. The Earthquake Country Alliance (ECA) promotes education and awareness regarding earthquakes and other disasters, and promotes planning and safety through the annual California ShakeOut (now copied in other states and several countries), and other outreach programs. She continues to serve on the Seniors and People with Disabilities Committee with the ECA. Locally, Dawn has worked with the Redwood Coast Tsunami Work Group and other local entities to assist the community of Manila in gaining Tsunami Ready Community status. Plans for the coming year include similar efforts in the Fort Bragg area.

Dawn's work with the elderly, disabled, child care services, day programs, residential service providers and other groups have also earned her recognition through Kiwanis, who just this spring presented her with a Distinguished Service Award in recognition to the many hours she has donated of her time in helping others in emergency mitigation, preparedness, planning and education.

Full resumes for Amber Stickels, Philip Castillo, Michelle Kersten, and Dawn Albrecht showing their combined operational and business experience are attached to this proposal.

Collaboration

Dawn Albrecht will be providing the majority of services pertaining to this grant, including presenting the workshop and coordinating with area stakeholders. As a member of several groups affiliated with emergency preparedness response and recovery, Dawn has many contacts with whom she can refer for further feedback and information if needed.

Organizations that will be collaborating on this project include primarily the Redwood Coast Regional Centers and service providers, as they will be the ones who attend the trainings and will be working on creating Emergency Engagement Plans.

The Redwood Coast Tsunami Work Group provides many of the handouts for these trainings, as well as free-standing posters and other miscellaneous supplies.

Dawn will be providing outreach to area stakeholders, including emergency management and emergency response personnel, day programs, residential service providers, and others who wish to participate in the community collaboration endeavor, as well as for those who wish to participate in the exercise to be held next summer.

Oversight of the execution of this grant will be conducted primarily by Amber Stickels, Director of Operations. Financial oversight will be provided by Philip Castillo, Business Director.

Methodology

The purpose of this grant is to provide education and supports for individuals and agencies receiving services from, or vendored with, the Redwood Coast Regional Centers in Del Norte, Humboldt, Mendocino and Lake Counties. The focus of these trainings will be to provide guidelines for creating individualized emergency plans for clients as well as their families, service providers, and other members of their support team.

Major activities of this project include three separate all-day workshops held in each of the four counties served by Area Board 1. The first of these workshops will include an all-day training for regional center service coordinators, residential and day service providers, and other community stakeholders. The focus of this endeavor would be how to create a site-specific and client-specific Emergency Engagement Plan for clients served by their agency. A second training will be conducted with individuals and their families and/or care providers to provide information, support and feedback that will enable them to create a site-specific plan for their individual needs. The third workshop will involve an inter-agency collaborative session in which agencies, individuals and stakeholders can share their current plans, provide and receive feedback from emergency planning professionals and first responders, and allow a format for clients of the regional centers to voice their concerns and advocate for themselves.

These trainings will include a basic overview of the hazards of each area, instruction on how to conduct proper drills, a step-by-step guide for creating site-specific and client-specific Emergency Engagement Plans, opportunity for feedback and inter-agency collaboration, guidance in putting together emergency kits, ideas for emergency communication, and other supports. During the third meeting, which will be coordinated between these individuals and their support agencies, and local emergency planners, first responders and other community supports, opportunity will be presented to discuss any gaps that have been identified in the planning process; familiarize individuals, agencies and response personnel with the goals, plans, and needs of each other; and to provide opportunity for individuals to advocate for themselves with an audience of professional support personnel.

Later, in the summer of 2014, a follow-up exercise will be held in which all individuals will be invited to participate and practice their newly developed emergency plans. (This exercise may

be held in conjunction with the Cascadia contingency drill held by the state.) In addition to these education endeavors, additional training and supports will be offered as needed by the regional centers or others, as time and resources allow. This project is unusual in that the ultimate impact that this project will have on persons with disabilities is likely to be best measured only in the event of a disaster. However, once a basic plan has been established, it can be modified as needed over time to reflect the changing needs of the individual. The goal for the regional centers and service providers would be a basic plan of action for individuals they serve. The goal for the individuals themselves is the development of a personalized plan that is geared to fit their needs, as well as an increased feeling of safety, opportunity for self-empowerment, continuity of services, and overall community resiliency, whether it be for a small-scale emergency or large-scale disaster.

This project is consistent with the Council's mission of promoting and implementing a means by which individuals and their families can increase independence and self-reliance in the preparedness, response and recovery stages of a major event. This project emphasizes the importance of planning with, rather than planning for regional center clients. It also allows for inclusion in the overall planning process within each county, where attention to the needs of individuals with disabilities is generally lacking. This project seeks to include these individuals in community collaboration and provide them with not only a voice, but an integral role in the planning process.

The target population for this grant includes not only individuals and their families, but primary service providers. The reason for this is that it is important to recognize that many of these clients are dependent upon several services for their support. Integral to the ability of any community to respond quickly and recover from a disaster of any magnitude is the pre-planning that each agency, business, individual or entity engages in. Historically, most business that do not plan ahead are unable to reopen or continue providing services in the wake of a major disaster. Any steps taken now to provide for business continuity will increase the likelihood that area service providers will be able to expedite the recovery process and maintain much-needed resources for the individuals they serve.

This project targets individuals in a federal identified poverty area. Based on the 2012 Small Income Area and Poverty Estimates mapping provided by the U.S. Census Bureau, Del Norte County has a poverty rate of 32.2 to 49.9%, while Humboldt, Lake and Mendocino Counties share a poverty rate of 19.9 to 24.7%.

The role of people with developmental disabilities is integral to this project. While some of the training offered will, out of necessity, be specific to service providers and coordinators, I have always emphasized that it is impossible and inappropriate to complete an emergency engagement plan for someone else without their input. There are many ways in which even those considered to be lower functioning can, and should, participate in the planning process. These plans are, after all, for them.

Outcomes & Evaluation

It is our belief that each individual has a responsibility to create an emergency plan for themselves. It is also our belief that each individual has the right to assistance in this process. While Dawn intends to continue to work with as many individuals as possible, it is not realistic for one person to be able to work with each client served by all four regional centers in this area to create feasible plans. Therefore, it is important to not only educate the individuals themselves, but those who will be assisting those individuals in the emergency planning process. The major expected outcomes of this project is therefore an increased awareness, knowledge base, and tools that individuals, agencies and regional center representatives can use in assisting with the creation of site-specific and client-specific Emergency Engagement Plans for individuals with disabilities. Of primary importance is the creation of a minimal starting point for all regional center clients for emergency planning which includes the individuals served in the planning and implementation process. The best possible outcome of this project would be avoiding a single loss of life, continuity of services, expedited response and recovery efforts, improved health and safety, self-empowerment of those involved, and unifying the community as a whole through inter-agency collaboration and support.

Dawn will evaluate the outcomes of this project primarily through feedback provided on pre and post-evaluations, interviews with those involved and review of sample plans created by individuals and agencies in this process.

The expected number of individuals with a developmental disability, family members, and other individuals who will be served by this project will depend primarily upon how many choose to participate in the services I offer. The ability of Dawn to help others in this process relies heavily on the extent to which they are interested in helping themselves. Therefore, self-responsibility and self-empowerment are key themes in all of her efforts. Ideally, we would like to find a way to reach everyone served by the four Redwood Coast Regional Centers in this process, either directly or indirectly. The best scenario would be the incorporation of at least a very basic Emergency Engagement Plan – even as an addendum - in every IPP by September 15 of 2014. However, it must be kept in mind that Dawn does not have the ability to enforce a policy such as this. We are confident that she will, however, do her utmost to assist as many people who are genuinely interested in this process as possible, with the initial goal of 50% of clients having at least a minimal plan in place by the end of this grant period. Redwood Coast Regional Center is highly committed to supporting this project and their influence will be essential in the role out of the proposed program.

If the success of this project is as anticipate, Enriching Lives intends to create additional opportunities for training to reach other regional center catchment areas and make this a long term part of services offered the agency.

4100 - State Council on Developmental Disabilities - Grant Budget Detail Sheet

October 1, 2013 thru September 30, 2014

Category of Expense	SCDD Grant Funds	Other / In Kind Funds	Total Project Costs
<i>Salaries & Wages:</i>			<i>In Kind: Grant funds:</i>
Dawn Albrecht - Project Lead	\$20 per hour - 220 Hours		\$4,400
Amber Stickels - Oversight of Project	\$20 per hour - 25 Hours		\$500
Phillip Castillo - Grant Accounting/Tracking	\$20 per hour - 20 Hours		\$400
<i>Subtotal Salaries & Wages:</i>			\$5,300
<i>Foreign Benefits:</i>			
Taxes, Benefits, Etc	Included in Salary Cost Above		\$0
<i>Consultant / Subcontracted Services:</i>			
N/A	Not Applicable for this Grant		\$0
<i>Subtotal Consultant / Subcontracted Services:</i>			\$0
<i>Travel:</i>			
Mileage Compensation	\$0.40 per mile - up to 7,500 mi.	Dawn uses personal vehicle	\$3,120
Food & Lodging - (out of county only)	Up to \$100/night - out of area		\$1,000
<i>Office Supplies:</i>			
Paper, Toner, etc. - (Printing & Duplicating)	\$150		\$150
Training Certificates	\$30		\$30
<i>Printing:</i>			
Binders / materials (RCRC & Vendors Only)	\$10 per participant	Paid for by workshop participants	\$0
Maps, Handouts - Individuals & Families	\$1 ea per person / agency	Provided by RCTWG	est. \$80 - \$200+
Living on Shaky Ground	1 ea. person/household/agency	Provided by RCTWG	est. \$160
<i>Space Occupancy / Rent:</i>			
In Kind Donation - Enriching Lives	Not Applicable for this Grant	Provided by Enriching Lives	Value \$1000
<i>Equipment:</i>			
Laptop Computer, maps, free-standing posters	(Posters valued at \$1,000 each)	Laptop, Maps, RCTWG	Value: \$2350 - \$9,350
Copy Machine Lease	\$0	Provided by Enriching Lives	Value \$300
<i>Other Advertising Postage & Development:</i>			
Workshop Announcements, Outreach, etc.	\$75/County	(Minimal cost if use RCRC e-mail lists)	\$300
Mailing Certificates, Reports, etc.	Budget - \$20 - \$25 per county		\$100
Workshop development		Provided by Dawn Albrecht	Value \$500
TOTAL EXPENSES:			\$10,000

Enriching Lives

525 Second Street, Suite 103 Eureka, CA 95501
Phone (707) 268-8891 Fax (707) 268-8060 Website: www.yourenrichedlife.org

July 25, 2013

Grant Committee
c/o Denise Gomy
Area Board 1
505 South State Street
Ukiah, CA 95482

RE: Continuation of Funding

Dear Ms. Gomy and Members of the Area Board 1 Grant Committee,

It is our hope for Dawn to continue offering her services in emergency planning for Regional Center clients through our agency. Dawn has been a great asset with Enriching Lives both as a Program Coordinator and in creating all of our site-specific and client-specific Emergency Engagement Plans for our Family Homes. In addition, Dawn does all of our emergency trainings and oversees quarterly earthquake, fire and tsunami/flood drills, business continuity plan development, and other related tasks. She also has volunteered her time to assist local day programs and others who are vendored with the Regional Center in their own preparedness efforts. We are aware that Dawn is currently seeking other funding sources and has been identified as the likely coordinator for a potential Community Emergency Response Team grant currently being written by the Redwood Coast Regional Center in Eureka for funds from Homeland Security.

Upon completion of her Master's degree this coming year, we anticipate pursuing opportunities for Dawn to continue working with our agency and are looking for ways in which Enriching Lives can become vendored with the Regional Center to offer these services in the future.

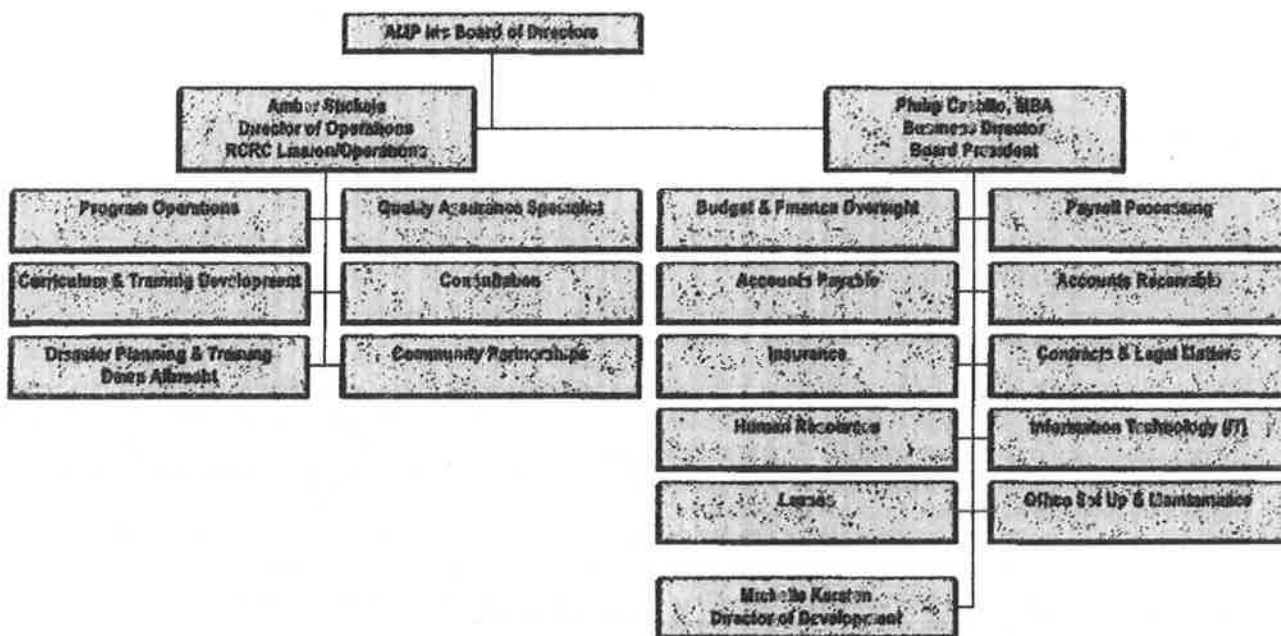
Sincerely,



Amber Stickels
Director of Operations
Enriching Lives

Organizational Chart

Overall Business Structure



Dawn C. Albrecht

2313 Ariel Way - Arcata, CA 95521

(707) 407-5653

disasterdawn@gmail.com

Education

Master's Degree – Environment and Community Program – Humboldt State University –

Master's Project: Emergency Planning for Vulnerable Populations

Expected graduation date: Spring, 2014

Bachelor of Arts – Geography, Humboldt State University – Arcata, CA

Minor: Psychology

Teaching Assistant – Psychology Department

Expected graduation date: Spring, 2014

Bachelor of Arts - Social Science, Humboldt State University – Arcata, CA: December 2006

Outstanding Delegate Award – West Coast Model Arab League

HSU Geographic Society

Model Arab League Club

Middle Eastern Dance Club

Intramural Sports

Associate of Arts – Liberal Arts, Sierra College – Rocklin, CA: Fall, 1999

Associate of Arts – Teacher's Aide, Sierra College – Rocklin, CA: Spring, 1994

Current Employment

Program Coordinator / Direct Support Provider – 2012 – present

Enriching Lives - 525 2nd St. – Suite 103 Eureka, CA 95501

Supervisor / Director of Operations: Amber Stickels

Provide direct support services, coordination of services, recruitment and training of new staff and providers for non-profit agency serving adults and children with intellectual and developmental disabilities. Facilitate individual service planning, conduct home visits, write quarterly reports and other duties as needed.

Student Intern – 2012 – present

Humboldt State University – 1 Harpst St. - Arcata, CA 95521

Supervisor: Lori Dengler

Work under guidance of Lori Dengler to foster participation in annual California ShakeOut, provide workshops and training for individuals and agencies service vulnerable populations on the North Coast. Create site-specific and client-specific emergency plans for individuals with special needs as well as their support team. Collaboration with members of Redwood Coast Tsunami Work Group, Earthquake Country Alliance, local communities, Regional Center and other stakeholders for the purpose of emergency planning for vulnerable and underrepresented populations. Encourage and support advocacy efforts of affected individuals. Perform outreach to citizens and the business community.

Awards

- **Distinguished Service Award** – Kiwanis (Eureka Aktion Club) – April 2013
- **Individual and Community Preparedness Award** – FEMA – October 2012
- **Extraordinary Contributor Award** – California MENTOR – September 2010
- **Extraordinary Contributor Award** – California MENTOR – January 2009
- **Outstanding Delegate Award** – West Coast Model Arab League – 2004

Professional Activities and Development

- **Redwood Coast Tsunami Work Group**
- **Earthquake Country Alliance** - Steering Committee
- **Earthquake Country Alliance** - Senior and Disability / Access & Functional Needs Committee
- **Cal EMA** – Functional Assessment Service Team Member
- **VOAD** – Vulnerable Populations
- **Humboldt Amateur Radio Club** – KI6ZQU
- **Small Business Development Center** – Preferred Consultant for Disaster Mitigation, Response and Recovery Education for small businesses in Humboldt and Del Norte Counties
- **Teaching Credential** – Spring 2007

Community Service

Free Emergency Planning Workshops and Exercises for Day Programs and Residential Service Providers: Development and presentation of educational workshops designed for day program and residential service providers serving individuals with disabilities in Humboldt County and held at the Redwood Coast Regional Center. Develop planning guidelines and information binders for distribution to participants. Design and implement tabletop exercises. Facilitate continuing education and community collaboration opportunities. Utilize an all-hazards approach to provide assistance and guidance with site-specific and client-specific emergency and business continuity planning for agencies and individuals serving persons with disabilities as well as individuals with disabilities themselves.

Manila Tsunami-Ready Planning Committee: Work with members of the Redwood Coast Tsunami Work Group, Manila Community Members and other stakeholders to develop tsunami evacuation routes within the community of Manila. Participate in collaboration and community education presentations for local residents. Plan community-wide tsunami evacuation drill and other steps in the process of Manila becoming a Tsunami-Ready Community.

SociaLights: Mentor adults with intellectual and developmental disabilities to plan, organize and facilitate adult social events for the purpose of empowering participants and other adult consumers to create their own social connections, plan and execute outings, and eventually establish social groups for the purpose of making new friends, expanding communication circles, providing opportunities for others to participate in activities with those who share similar interests, and to support social activities which promote personal growth and happiness.

Eureka Aktion Club: Co-facilitator of meetings for individuals with disabilities to take on projects in which they have opportunities to give back to their communities in the form of fundraising events, community clean-up projects and other endeavors.

PHILIP CASTILLO

334 W. Lester Ave. ~ Clovis, CA 93619

Phone: (559) 324-8760

OBJECTIVE:

To manage and operate successful Foster Family and Family Home Agencies serving Individuals with developmental disabilities.

PROFESSIONAL EXPERIENCE:

President & Business Director – AMP Inc dba Enriching Lives June 2011 - Present

Responsible for development, operation, & management of the company's growth objectives. Oversight of all aspects of the finance & accounting functions of the organization, ensuring that monthly results and financial reporting are accurate and timely. Performance of cash flow analysis to ensure that the company is able to meet its financial obligations.

Business Manager / Senior Financial Analyst – California Mentor 10/2000 – June 2011

Oversight of all budgetary and financial aspects of programs with operations ranging from \$30-60 million. Work closely with program operations to ensure financial metrics are met, provide financial analysis and recommendations, and provide financial training to management team. Other duties include monthly forecast, compilations of yearly operating/capital budget, review of leases, analysis of potential new programs/services, and monthly close. Supervised and directed the accounting functions of Lloyd's Liberty Homes including: Medi-Cal cost reporting, monthly forecasting, lease review, compilation of monthly financial statements and yearly budgets. IT maintenance. Managed an accounting staff of four employees & served on Senior Management Team.

Plant Controller – Pirelli Tire North America 10/97 – 10/2000

Supervised and directed the accounting function of the manufacturing plant. Responsibilities included the compilation of monthly financial statements, financial analysis for management, weekly and monthly forecasting, compilation of annual operating budget, maintaining product cost system, cash management, audits, property tax, and inventory. Managed an accounting staff of four employees.

Plant Controller – Union Camp Corp. 7/95 – 10/97

Supervised and directed the accounting function of the manufacturing plant. Responsibilities included the compilation of monthly financial statements, financial analysis for management, monthly forecasting, compilation of annual operating and capital budgets, maintained product cost system, cash management, audits, and inventory. Maintained and ensured the operation of local area network. Managed an accounting staff of four.

ACHIEVEMENTS:

Member of taskforce to implement review and analysis training program for new State Accounting Managers throughout Mentor Network. Created Microsoft Access database for work in process inventory costing. Instrumental in reducing month end close from five to three days at Union Camp.

EDUCATION:

- Masters of Business Administration, University of Phoenix, Fresno Extension – August 2002
- Bachelor of Science - Business Administration, Emphasis in Accountancy
California State University, Fresno - December 1991

Amber Stickels

2595 Hall Ave. · Eureka, CA 95503 · (707) 272-9281 · amberstickels@pacific.net

OBJECTIVE

To provide quality Foster Family Agency and Family Home Agency services to meet the needs of children and adults served by Regional Centers throughout California.

QUALIFICATIONS

9 years experience working with Individuals with developmental disabilities including Community Care Licensed Residential & Crisis Settings, Supportive Living Services (SLS), Family Home Agency (FHA) and Foster Family Agency (FFA). Track record of development and growth of new programs including co-founding AMP Inc, dba Enriching Lives and developing a combined FFA/FHA program for Redwood Coast Regional Center. Maintenance of high quality programming resulting in a solid reputation in the community.

EDUCATION

2011-2012	Professional Concentration in Autism Spectrum Disorders, UC Davis Extension
1998-2003	Bachelor of Arts in Psychology, Sonoma State University
2003-2003	Administrator Certification, Community Education, LLC
1998-1998	Fire & Casualty Insurance License, A.D. Banker

EMPLOYMENT

9/11 – Present Vice President & Director of Operations – AMP Inc dba Enriching Lives FFA & FHA
Co-founder of AMP Inc, dba Enriching Lives including start up of Foster Family & Family Home Agency for Redwood Coast Regional Center. Provides oversight of all on site program and business development, assuring service delivery and quality of services, developing policies and procedures, and monitoring compliance with all regulatory, contractual, corporate and legal requirements.

10/09– 8/11 Regional Director – FHA & SLS, California MENTOR
Supervising management staff, managing multiple programs, development of new services, development and oversight of multi-million dollar budgets, assuring service delivery and quality of services, developing policies and procedures, and monitoring compliance with all regulatory, contractual, corporate and legal requirements.

03/05 – 10/09 Program Manager – FHA & SLS, California MENTOR
Supervising program staff, projecting revenue, monitoring monthly expenses, monitoring compliance with all regulatory requirements, processing referrals, providing resources & training for staff, oversight of billing system, assuring service delivery and developing relationships with clients, families, funding agencies, and regulatory agencies.

03/04 -03/05 Program Director/Administrator, Turning Point of Central California, Inc.
Facility management, staffing, employee reviews, budgeting, regulatory reporting, training, personnel management, meeting planning, program development, crisis intervention, behavior management, client advocacy, treatment planning, behavioral modification, integrating service delivery, assessing client needs, and discharge planning.

03/01-03/04 Assistant Manager, Pacific Internet
Evaluating employee reviews, training new employees, arranging and meeting the advertising needs of the company in order to increase sales, reviewing and improving current policies and procedures, preparing and presenting reports during monthly meetings, communicating with a variety of agencies on behalf of the company regarding community donations, assisting in company budget management, and various clerical duties.

MICHELLE KERSTEN

10878 Atherstone Drive, Rancho Cordova, CA 95670
Phone: (916) 287-5864 Email: mmmkersten@gmail.com

SUMMARY OF QUALIFICATIONS

- Results oriented business professional in the healthcare and social service fields
- High commitment to ethical operating standards and quality of care
- Proven track record of significantly increasing revenue and profit margins
- Strong leadership, team building, mentoring, and managerial skills
- Ability to motivate workforce resulting in high performance and staff retention
- Marketing, public speaking, and presentation expertise
- Ability to build strong relationships with community agencies and governing bodies
- Strong documentation and writing skills
- Budget and policy creation, implementation, and monitoring
- Training creation and delivery using accelerated training techniques
- Effective in responding to crisis situations and dealing with serious incidents
- Clinical background and skills

PROFESSIONAL EXPERIENCE

Director of Social Service Development

January 2011 to Present

AMP Inc dba Enriching Lives, Sacramento, CA

- Development of Foster Family & Adult Family Home Agency programs.
- Negotiation & development of new contracts and businesses.
- Development of positive working relationships with community and government agencies.
- Creation of marketing materials and presentations to introduce new services.
- Implementation of quality assurance and human resource initiatives.

State Director

October 2008 to December 2010

National Mentor Healthcare dba California MENTOR, Sacramento, CA

- Management of all aspects of operations for \$22 million healthcare & social services business.
- Consistent year over year revenue and profit margin growth.
- Oversight of 25 business locations, 500 clients, 550 employees, and 500 contractors.
- Provision of residential, clinical and day services.
- Negotiation & development of new contracts and businesses.
- Development of positive working relationships with community and government agencies.
- Creation of marketing materials and presentations to introduce new services.
- Implementation of quality assurance and human resource initiatives.

Service Line Director

January 2006 to October 2008

National Mentor Healthcare dba California MENTOR, Sacramento, CA

- Oversight of Clinical and Residential programs for children and adults throughout California.
- Oversight of all Family Home Agencies throughout California.

- Responsible for \$18 million budget with continuous year over year growth record.
- Negotiation of new contracts & development of new programs.
- Oversight and monitoring of all aspects of service delivery and employee performance.
- Development of positive working relationships with community and government agencies.
- Creation of marketing materials and presentations to introduce new services.

Program Manager

October 2004 to January 2006

National Mentor Healthcare dba California MENTOR, Sacramento, CA

- Management of 2 Adult Family Home Agencies serving 50 adults with developmental disabilities.
- Actively responsible for the fiscal growth of the agency with oversight of \$2 million budget.
- Oversight of 20 employees and 60 independent contractors.
- Operations performed in compliance with applicable laws, regulations, policies & procedures.
- Development of positive relationships with community agencies.
- Marketing of agency to funding source, coordination of all referrals & placements to the program.
- Oversight of person centered service plans and quality of care standards.
- Successful preparation for audits from state agencies and governing bodies.
- Investigation of complaints, follow up on unusual incident reports and suspected abuse reports.

Supervisor of Case Management

November 2003 to October 2004

HELPS Foster Family Agency, Sacramento, CA

- Oversight of service delivery to approximately 100 foster children and 40 foster families.
- Ensured duties were performed in compliance with applicable laws, regulations, and policies.
- Actively responsible for the fiscal growth of the agency – with results of 67% growth in 1 year.
- Supervision of all agency social workers.
- Marketing agency to funding source and coordinating intake and placement of foster children.
- Establishment of positive relationships with the county, courts, and community agencies.
- Investigation of complaints and follow up on unusual incident reports and suspected abuse.
- Monitoring and approval of annual licensing in foster homes.
- Regular auditing to ensure compliance with licensing standards.

Assistant Director

October 1999 to October 2003

Applegate Respite Homes, Campbell River, BC

- Oversight of 3 residential facilities serving individuals with complex medical and behavioral issues.
- Supervision and training of staff, maintenance of staffing schedules, management of payroll.
- Liaisons with social service agencies and marketing of facilities to funding source.
- Maintenance of quality of care standards, completion of all relevant reports and documentation.
- Development and implementation of policy & procedures.

Marriage & Family Private Practice Clinician

October 1999 to October 2003

Life Can Be Better Counseling Services, Campbell River, BC

- Private practice providing individual, relational, and family counseling.
- Diagnosis and implementation of therapeutic treatment plans.
- Contracts with outside businesses for training, staff development, and policy creation.
- Provision of individual and group therapy in communities throughout Northern Vancouver Island.
- Board member of the Campbell River Women's Center & Business & Professional Women's Network.

EDUCATION

Master of Science, Marriage & family Therapy - Loma Linda University 1999
Loma Linda, CA

Bachelor of Social Work - Walla Walla College 1997

Walla Walla, WA - Including Study Abroad:

- Southeast Asia Union College, Singapore
- Newbold College, United Kingdom

Other Grants / Awards:

While at the present time I have only begun my grant writing efforts (this grant being my first one), I have already investigated and am going to be applying for two other grants, one through Humboldt Area Foundation and one through the Union Labor Health Foundation. Both of these grants would also center on Emergency Planning supports for vulnerable populations.

In addition, I am currently assisting the Redwood Coast Regional Center in applying for a grant from the Department of Homeland Security for Community Emergency Response Team (CERT) funds. If successful, the CERT funds would pay for several individuals to complete the CERT training through the Regional Training Institute at Humboldt State University.

Finally, I have approached members of the Sisters of Perpetual Indulgence regarding a fundraiser for funds specific to the cause of assisting elderly and disabled individuals on the North Coast with the creating of individualized emergency plans. This prospect has been well received by several members, with whom I have given a presentation in the past. I also have the ongoing support of the Redwood Coast Tsunami Work Group for educational materials, handouts, and displays for use at workshop and training events where I am presenting. Lori Dengler informed me just last night that they would be willing to fund a free-standing poster (value \$1,000) which addresses earthquake safety for people with disabilities.

I can make myself available to discuss these other potential grant and fundraising opportunities and related supports with you.

- Dawn L. Albright

STATE OF CALIFORNIA-DEPARTMENT OF FINANCE

PAYEE DATA RECORD(Required when receiving payment from the State of California in lieu of IRS W-9)
STD. 204 (Rev. 8-2003)

1	INSTRUCTIONS: Complete all information on this form. Sign, date, and return to the State agency (department/office) address shown at the bottom of this page. Prompt return of this fully completed form will prevent delays when processing payments. Information provided in this form will be used by State agencies to prepare information Returns (1099). See reverse side for more information and Privacy Statement. NOTE: Governmental entities, federal, State, and local (including school districts), are not required to submit this form.		
2	PAYEE'S LEGAL BUSINESS NAME (Type or Print) <u>AMP Inc. dba Enriching Lives</u> SOLE PROPRIETOR - ENTER NAME AS SHOWN ON SSN (Last, First, M.I.) <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> MAILING ADDRESS <u>525 2nd Street, Suite 103</u> CITY, STATE, ZIP CODE <u>Eureka, CA 95501</u> </div> <div style="width: 45%;"> BUSINESS ADDRESS <u>Same</u> CITY, STATE, ZIP CODE </div> </div> E-MAIL ADDRESS <u>astickels@youenrichedlife.org</u>		
3 PAYEE ENTITY TYPE CHECK ONE BOX ONLY	ENTER FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN): <u>371-1165116391</u> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> ESTATE OR TRUST <input type="checkbox"/> INDIVIDUAL OR SOLE PROPRIETOR ENTER SOCIAL SECURITY NUMBER: - - </div> <div style="width: 45%;"> CORPORATION: <input type="checkbox"/> MEDICAL (e.g., dentistry, psychotherapy, chiropractic, etc.) <input type="checkbox"/> LEGAL (e.g., attorney services) <input type="checkbox"/> EXEMPT (nonprofit) <input checked="" type="checkbox"/> ALL OTHERS </div> </div>		NOTE: Payment will not be processed without an accompanying taxpayer I.D. number.
4 PAYEE RESIDENCY STATUS	<input checked="" type="checkbox"/> California resident - Qualified to do business in California or maintains a permanent place of business in California. <input type="checkbox"/> California nonresident (see reverse side) - Payments to nonresidents for services may be subject to State income tax withholding. <div style="margin-left: 20px;"> <input type="checkbox"/> No services performed in California. <input type="checkbox"/> Copy of Franchise Tax Board waiver of State withholding attached. </div>		
5	I hereby certify under penalty of perjury that the information provided on this document is true and correct. Should my residency status change, I will promptly notify the State agency below. <div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> AUTHORIZED PAYEE REPRESENTATIVE'S NAME (Type or Print) <u>Amber Stickels</u> SIGNATURE <u>Amber Stickels</u> </div> <div style="width: 20%;"> DATE <u>7/25/13</u> </div> <div style="width: 20%;"> TITLE <u>Director of Operations</u> TELEPHONE <u>(707) 268-7891</u> </div> </div>		
6	Please return completed form to: Department/Office: <u>State Council on Developmental Disabilities</u> Unit/Section: <u>Area Board 1</u> Mailing Address: <u>PO Box 245</u> City/State/Zip: <u>Ukiah, CA 95482</u> Telephone: <u>(707) 463-4700</u> Fax: <u>(707) 463-4752</u> E-mail Address: <u>abl@scdd.ca.gov</u>		

Enriching Lives

525 Second Street, Suite 103 Eureka, CA 95501
Phone (707) 268-8891 Fax (707) 268-8060 Website: www.yourenrichedlife.org

July 25, 2013

Grant Committee
c/o Denise Gorny
Area Board 1
505 South State Street
Ukiah, CA 95482

Dear Ms. Gorny and Members of the Area Board 1 Grant Committee,

It is my pleasure and honor to support Dawn Albrecht of Enriching Lives in her efforts to secure this grant, which will support community preparedness - specifically, providing much-needed assistance to our most vulnerable populations in the event of a major emergency. She not only has my support but the support of local emergency managers, first responders, and organizations involved in disaster preparedness.

Enriching Lives' Director of Finance, Phillip Castillo, CPA will oversee the accounting and dispersal of these grant funds.

Dawn is a leader in emergency planning for vulnerable populations within our community. She has a wealth of knowledge, attention for detail, and is great at multitasking. She is an active member of numerous local and statewide organizations active in emergency planning, response and recovery. Dawn created Enriching Lives' Emergency Engagement Business Continuity Plan, which was recognized by Redwood Coast Regional Center and is now being used as a model for all residential and day services vendored by them. She also creates all of our site-specific and client-specific emergency plans, which have received recognition as being the most comprehensive plans submitted to the Department of Developmental Services. Dawn has been the recipient of awards and recognition for her efforts at both the local and national level and we believe she is the best person for this role.

Enriching Lives is pleased to be a part of this endeavor and is confident in Dawn's ability to meet the objectives of this grant proposal while

Please feel free to call me if you have any questions.

Sincerely,



Amber Stickels
Director of Operations
Enriching Lives



HUMBOLDT STATE UNIVERSITY

July 25, 2013

Grant Committee
c/o Denise Gorny
Area Board One
505 South State Street
Ukiah, CA 95482

RE: Dawn Albrecht Enriching Lives' Program Development Grant

This letter is in support of Dawn Albrecht's proposal for the Area Board 1 Program Development Grant to assist individuals with developmental disabilities, their families and support teams in understanding natural hazards and assisting in developing emergency plans.

I have known Dawn for more than a decade through the Redwood Coast Tsunami Work Group, an organization of representatives from North Coast California Counties working to reduce earthquake and tsunami risk. I have worked much more closely with her over the past three years, when we were both representatives to California's Earthquake Country Alliance. I met weekly with Dawn during the 2012 – 2013 academic year for her RCTWG Internship on emergency preparedness for vulnerable populations

Dawn has become a recognized expert in the state on vulnerability and preparedness issues for the frail elderly, persons with disabilities, and other special needs populations. For the past five years, Dawn has worked one-on-one with clients to develop their own site-specific emergency plans. She provides trainings for individuals, agencies, and businesses on developing plans and reducing risk. She is an active member of the Earthquake Alliance's Special Needs Committee and assists agencies and businesses in special needs emergency planning when requested.

An example of Dawn's assistance and expertise was during our TsunamiReady planning efforts for the community of Manila. Manila has a large percentage of special needs residents. It is also vulnerable to tsunamis. During two community meetings in March and April of 2013 and a community-wide evacuation drill, Dawn worked with numerous individuals to allay their concerns and develop networks to

help them evacuate. Her efforts were invaluable to the success of the drill.

The Enriching Lives' Program Development Grant will allow Dawn to continue this valuable work, reducing the risks of these most vulnerable members of our community. The Redwood Coast Tsunami Work Group will support her efforts in providing printed copies of our preparedness magazine "Living on Shaky Ground", and other preparedness materials at no cost.

We are extremely fortunate to have Dawn in our community and I strongly support her efforts.

A handwritten signature in black ink, appearing to read "Lori Dengler". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Lori Dengler
Professor, Geology Department
Humboldt State University
Arcata, CA 95521
Lori.dengler@humboldt.edu
Voice: 707-826-3115; Fax: 707-826-5241



Redwood Coast Regional Center

Respecting Choice in the Redwood Community

July 25, 2013

Denise Gorny
Area Board One
501 South State Street
Ukiah, CA 95482

Dear Denise,

I am delighted to write a letter of support for Enriching Lives' proposal for the Program Development Grant, Cycle 36, Goal #5 "Individuals with developmental disabilities and their families get the information to be ready for emergencies."

In the four counties served by Redwood Coast Regional Center, Humboldt, Del Norte, Mendocino and Lake, we know that it is not a question of "if" an emergency occurs, but rather "when." Our emergency responders have been very clear that in a major disaster, there will not be enough of them to help all in need, and that it is the responsibility of all individuals to be prepared to help themselves. For the clients we serve at RCRC, there are additional considerations beyond that of the general public.

Here in Humboldt County, we have been fortunate to begin working with Dawn Albrecht of Enriching Lives on emergency preparedness for our clients and vendors. Dawn is getting her Masters' degree at Humboldt State University in emergency preparedness for vulnerable populations, and has been generous in volunteering her time to offer trainings and to work individually with several vendors and with a number of clients with unique needs. We have seen how valuable this work has been. For example, several of our day service vendors are located in the tsunami hazard zone. With Dawn's help, they have developed plans and practiced with staff and clients in order to be should there be a major earthquake or danger of a tsunami. This has led to staff taking this message home so that their own homes and families are now safer. Clients have also taken information home, and families and residential providers have been very open to making plans, getting started on go-kids, etc.

We would love to see this effort become available to more in Humboldt County and to see it expanded to serve vendors, clients and families in all four of our counties. Enriching Lives is very supportive of Dawn's efforts in this area, and willing to be the manager of the grant, which we heartily support.

□ 525 2nd Street, Ste. 300 • Eureka, CA 95501 • (707) 445-0893

□ 1116 Airport Park Blvd. • Ukiah, CA 95482 • (707) 462-3832

□ 1301 A Northcrest Dr. • Crescent City, CA 95531 • (707) 464-7488

27 □ 270 Chestnut St., Suite A • Fort Bragg, CA 95437 • (707) 964-6387

□ 180 3rd St., Lakeport, CA 95453 • (707) 262-0470

Thank you for continuing with Program Development Fund grants – they are great seed money to get worthwhile projects started.

Sincerely,

A handwritten signature in black ink, appearing to read "Janet C. Foos". The signature is fluid and cursive, with a horizontal line extending from the left side.

Janet C. Foos, MPH, RDN
Community Resource Manager



736 F Street
Arcata, CA 95521

City Manager (707) 822-5953	Environmental Services 822-8184	Police 822-2428	Recreation 822-7091
Community Development 822-5955	Finance 822-5951	Public Works 822-5957	Transportation 822-3775

23 July 2013

Area Board 1
Program Development Committee
505 S. State Street
Ukiah, CA 95482

RE: Program Development Grant 2013/14, Making Headway

Dear Program Development Committee Members:

I am writing in support of the request for funding from Making Headway Center for Brain Injury Recovery to provide Therapeutic Recreation in Humboldt County for 2013-14 with the State Council on Developmental Disabilities' Area I program development grant funds.

Working as a public servant for over 25 years at the local and state level of government has allowed me to observe how critical social services are being impacted by diminishing state and federal funds. This is critical for rural communities of the north coast region. The SCDD funds, as requested by Making Headway, will meet a critical regional need for an underserved population.

Since 2005, I have served on the Arcata City Council. I have been an Advisory Board member and supporter of Making Headway for much longer. I work daily with numerous community organizations ranging from transportation to child-care to recreation. Making Headway's proposal to support therapeutic recreation and related transportation will provide needed community services for those with special needs.

Working closely with the staff of Making Headway for many years has provided me with the opportunity to observe their many skills and attributes. They are especially adept at interacting with clients in a variety of situations which most of us would find extremely frustrating. Yet their ability to assess and then readjust is impressive. This ability to clearly focus and respond effectively to the diverse and changing needs of clients is a critical asset to both the organization and the community.

Please do not hesitate to contact me at the City of Arcata at (707)822-5953 or work at (707)496-9038 or mwheatley@cityofarcata.org if you would like to discuss this matter further. I am also available to meet and respond to any questions you may have or provide any additional information regarding compliance with SCDD's funding criteria.

Thank you for considering my letter of support on behalf of Making Headway.

Sincerely,


Mark E. Wheatley
Vice-Mayor

Proposal Checklist

Program Development Grant Request for Proposal Federal Fiscal Year 2014 - Cycle 36

In completing this form, the proposer acknowledges that the following items are included in the proposal, in accordance with the instructions provided in the RFP. This checklist should be included with the proposal package.

Check box below to indicate inclusion in proposal

- ☒ Cover Letter
- ☒ Project Data Sheet
- ☒ Project Narrative (not to exceed 8 pages)
- ☒ Budget Detail Worksheet (including description of identified expenses)
- ☒ Continuation of Funding Letter, if applicable.
- ☒ Organization Chart
- ☒ Curricula Vitae/Resumes and position descriptions, as applicable
- ☒ List of Previous Grants/Awards
- ☒ Payee Data Record Form
- ☒ (3) Letters of Support
- ☒ Proposal Checklist

Area Board 1 Grant Cycle 36

AB1-002 Enriching Lives - Amount requested \$10,000

Goal #5 Individuals with developmental disabilities and their families get the information to be prepared for emergencies.

Enriching Lives will organize and provide 12 workshops called "Emergency Planning Supports." Major activities of this project include three separate all-day workshops that will be held in each of the four counties served by Area Board 1.

The first series of workshops will include an all-day training for regional center service coordinators, residential and day service providers, and other community stakeholders. The focus would be to how to create a site-specific and client-specific Emergency Engagement Plan for clients served by their agency.

The second training will be conducted with individuals and their families and or care providers to provide information, support and feedback that will enable them to create a plan for their individual needs.

The third series of workshops will involve inter-agency collaborative sessions in which agencies, individuals and stakeholders can share their current plans, provide and receive feedback from emergency planning professionals and first responders, and allow a format for clients of the regional center to voice their concerns and advocate for themselves. These trainings will include a basic overview of the hazards of each area, instruction on how to conduct drills, a guide to creating site-specific Emergency Engagement Plans, opportunities for feedback and inter-agency collaboration and other supports. During the third workshop all participants will discuss any gaps that have been identified in the planning process.

In the summer of 2014, a follow-up exercise will be held in which all individuals will be invited to participate and practice their newly developed emergency plans that may be held in conjunction with the Cascadia contingency drill held by the state.

Project Outcome

Enriching lives will train regional center, group home staff, families, clients, and community providers. The project is consistent with the Council's mission of promoting and implementing a means by which individuals and their families can increase independence and self-reliance in the preparedness, response and recovery stages of a major event.

The project allows for inclusion in the overall planning process within each county. The expected outcomes of this project will depend on how many choose to participate in the service offered. They would like to reach everyone served by the regional center in the four county area, either directly or indirectly. The best scenario would be a very basic Emergency Engagement Plan, even as an addendum, in every IPP or IEP by September 15, 2014. The initial goal is for 50% of Regional Center clients to have a plan in place by the end of the grant period.



AMJaMB

EMaUMA *beyond inclusion*
Day Services

HB 2

7030 Skyway Suite C, Paradise, CA 95969, 530-872-3627
P.O. Box 3052, Paradise, CA 95967
amjamb.com

COVER LETTER

July 25, 2013



Area Two Developmental Disabilities Board
Grant Review Committee members


Re: Cycle 36 Program Development Grant
AMJaMB, *Beyond Inclusion* proposal for The Call Connection

AMJaMB *Beyond Inclusion* proposes to employ three consumers through The Call Connection Project for the purpose of checking on the welfare of up to 100 consumers (to start) who are living in Butte County with medical issues, are aging, or vulnerable for any reason, and are home alone for lengths of time. This would include follow up with appropriate authorities, medical emergency personnel, and the regional center service coordinator for additional services that might be needed, and other agencies that would benefit the consumer receiving The Call Connection services.


AMJaMB assures Area Board 2 and the California State Council on Developmental Disabilities that it is capable of supporting the above project until such time as invoices are submitted and reimbursement is received.

We have carefully read and understand all the provisions in this RFP and agree to be bound by them. We fully read and reviewed the terms and conditions as stated in the State Contracting Requirements, attached to the RFP, and, that by submitting a response understands that this document represents the agreement that we will be expected to execute if we are successfully awarded a Cycle 36 CPDG from the SCDD.

Sincerely,



Terry Kozloff
Co-Director



Domenic Console
Co-Director

PROJECT DATA SHEET

1. Applicant Information

Project Number: <i>(Assigned by Council)</i>	
Application Number: <i>(Assigned by Council)</i>	
Project Name <i>(55 characters)</i> :	The Call Connection
Organization Name:	AMJaMB, Beyond Inclusion
Organization Website:	amjamb.com
Organization Address:	7030 Skyway #C
Organization City/State:	Paradise, CA
Organization Zip Code:	95969
Taxpayer ID Number:	27-0887545
Project Period: <i>(Month/Day/Year)</i>	Start Date 10/01/2013 End Date 10/01/2014
Council Member: <i>(Assigned by Council)</i>	
Council Staff: <i>(Assigned by Council)</i>	

2. Project Information

(Choices are: Non-profit, School District, County, Government Corporation, Tribal Government, For-profit, City / Town, State, Special or Regional Authority, State P & A Agency, University Center, or Other)

Type of Applicant:	For-Profit
Type of Project: <i>(Assigned by Council)</i>	

3. Project Funding Formula

TOTAL PROJECT COSTS	COUNCIL FUNDS	APPLICANT MATCHING FUNDS
\$43,071.00	Amount: \$9,895.00 Percentage: 22.97%	Amount:\$33,176.00 Percentage: 77.03%
Grant Type (Poverty or Non-Poverty)	Non-Poverty Area	

4. Contact Information:

Name of Project Director :	Terry Kozloff and Domenic Console
Title:	Co-Directors
Telephone:	(530) 872-3627
Fax:	(530) 872-3437
Email:	amjamb.terry@gmail.com

☒ Check if Same as Project Director

Name of Financial Officer :	Terry Kozloff and Domenic Console
Title:	Co-Directors
Telephone:	(530) 872-3627
Fax:	(530) 872-3437
Email:	amjamb.terry@gmail.com

5. Signatory Authority:

☒ Check if same as Project Director

Name of Organization Director :	Terry Kozloff and Domenic Console
Title:	Co-Directors
Telephone:	(530) 872-3627
Fax:	(530) 872-3437
Email:	amjamb.terry@gmail.com
Date:	July 25, 2013

7030 Skyway Suite C, Paradise, CA 95969, 530-872-3627

P.O. Box 3052, Paradise, CA 95967

amjamb.com

Project Outline

The Call Connection

1. Provide a one paragraph abstract that clearly states the goal and major activities of the proposed project and the impact it will have on people with developmental disabilities.

AMJaMB, *Beyond Inclusion* Day Services will employ three consumers in The Call Connection Program to make regularly scheduled phone calls to check on the welfare of up to 100 (to start) consumers living in Butte County (including rural areas) with medical issues, are aging, or vulnerable for any reason, and are home alone for lengths of time. The Consumers employed by AMJaMB, *Beyond Inclusion* in The Call Connection program will follow up with the appropriate authorities, emergency medical personnel, and the regional center service coordinator for additional services that might be needed, and other agencies that would benefit the consumer receiving The Call Connection Services. The major impact to people with developmental disabilities is multifold—meaningful employment, doing for others, the health and safety of others, self-advocacy, and socialization.

2. Describe your organization's qualifications to implement the proposed project.

AMJaMB was founded in October of 2009 by Terry Kozloff and Domenic Console, both parents of children with disabilities.

Terry is the parent of two adult children and her youngest Ben, is deaf-blind and quadriplegic. Ben is not a victim of his blindness; he can see things those of us with eyes cannot. Ben is not bound to his wheelchair; it gives him freedom.

Domenic and Delcie have three sons; their youngest son Michael has autism. Michael's autism is not who he is; it's a perspective he has.

Although the founding of AMJaMB was during a time that discouraged new providers from forming—startup funds were no longer available, and median rates were established that were well below what existing providers expected to provide supported living services—AMJaMB grew from 2 Consumers and 8 staff to 16 Consumers and nearly 50 staff in less than four years.

We are very proud of the work that we do because we have remained true to our vision. AMJaMB is about supporting people in the lives they choose, to support and assist them in identifying people they chose to live with, supporting them in building new friendships and maintaining old friendships, in becoming true community members—all the things that naturally occur when a person is living, working, participating, and patronizing local businesses and events in their home communities.

Most of the 16 consumers AMJaMB supports in supported living came to AMJaMB because of its reputation and commitment to support people respectfully, honor them as individuals, welcoming families that are important in an individual's life and never dismissing their worries and concerns. AMJaMB provides a quality of life to individuals—the same as Terry and Domenic would expect for their own children.

In June 2012, Domenic and Terry founded AMJaMB, Beyond Inclusion Day Services. As AMJaMB became more and more familiar with the wishes of people to obtain a different kind of day services, a need to assist people in identifying meaningful employment, and seeing a building frustration for the few options in the Paradise community, *Beyond Inclusion* was founded.

The Goals of Beyond Inclusion are achieved through person centered planning and include:

- People will experience the opportunity to give and do for others.

- People will achieve meaningful paid employment and/or volunteer work.
- People will be empowered to support their own social inclusion.
- An individual's network of support will grow.

Both Domenic and Terry have decades of combined experience in supporting the self-advocacy, inclusion, and rights of people with disabilities to take charge of and take responsibility for their lives, regardless of the severity of the disability through numerous leadership positions--volunteer and paid-- teaching people with disabilities and their families how to be systems change agents, and recognized for work with local, statewide, and national advocacy organizations in efforts to promote systems change. AMJaMB, publishes *We Magazine*, publishes articles on its website at amjamb.com, and publishes newsletters promoting the belief system that we all make the world go around. Terry and Domenic, in separate California communities and in different eras, inspired by their children have paved the path for the full inclusion of children in regular education in the regular classroom of neighborhood schools that have changed and improved the landscape of education in many communities.

Collaborations

AMJaMB, *Beyond Inclusion* will be collaborating with Far Northern Regional Center in identifying consumers and developing a protocol for each consumer participating in The Call Connection Program. AMJaMB, *Beyond Inclusion* will be providing the staff support to the consumer employees of The Call Connection and FNRC will pay minimum wage to the consumer employees for providing the service.

The Call Connection will have close communications with the FNRC Service Coordinators, and establish close relationships with local emergency services.

3. Provide a detailed narrative about the proposed project, including specific information on the methodology to be used and an overview of project activities.

Many consumers of the regional center living in Butte County (which includes rural areas) who are at home alone for lengths of time, are at risk for having emergency medical matters occur (such as diabetic coma, coma as a result of a seizure disorder). There is an aging population that are at great risk of falling

or becoming a victim of a predator. There are numerous reasons a person is vulnerable even if they receive Independent Living Services, part time supported living services, or IHSS.

AMJaMB, *Beyond Inclusion* will employ three consumers in The Call Connection Program to make welfare checks on 100 (to start) consumers.

Office space at 7030 Skyway #B will be rented for The Call Connection Program (next door to the AMJaMB administrative offices at 7030 Skyway #C), a separate phone line will be installed with an accessible phone system for consumer use, desktop computers will be purchased and internet installed for The Call Connection office. Cell phones will be purchased to remotely access messages from The Call Connection Office.

Far Northern Regional Center--with the input from service coordinator, Independent Living Service providers, supported living providers, families, the consumer, etc. -- will provide AMJaMB, *Beyond Inclusion* the names, addresses, and phone numbers of consumers of the regional center whose life circumstances require welfare checks, social interactions, and connection to the outside world.

Far Northern Regional Center will provide and assist AMJaMB, *Beyond Inclusion* in the development of an individualized protocol for each consumer participating in The Call Connection Program. The protocol, the schedule of calls to be made will be maintained on the desktop computers in the office space designated for the welfare check project.

The following is an example of an individualized protocol:

Example #1

Name:	Ben B
Address:	64 Slope Oaks Ct, Paradise, CA
Home Phone	530-877-3067

Brief Description of Health Conditions or other safety concerns: Seizure Disorder, Blind, Wheelchair. Has speech.

Welfare Check Protocol:

Call to check on welfare: Monday at 9:30 am,

If no answer or no return call within 30 minutes: Call Ben's neighbors (who have agreed to participate), Mr. or Mrs. Fox at 16 Slope Oaks Court to make a welfare check. If available, the neighbors will return the call to report their findings.

If neighbors are unavailable: Call Steve, Ben's stepfather. He has a key to Ben's house and is only 1.5 miles from Ben's home. Steve will return the call to report his findings.

If Steve is unavailable: Call 911 and request an emergency welfare check.

Reporting: Update Service Coordinator

Example #2

Name:	Thomas H.
Address:	1250 My Place, Paradise, CA
Home Phone	530-555-1234

Brief Description of Health Conditions or other safety concerns: Thomas has several health concerns related to a Diagnoses of Diabetes Type 1. Thomas is insulin dependent, has a strict diet, and Thomas is often forgetful to eat, take his medications, or monitor his glucose level. Thomas' condition can lead to diminished glucose in the blood which can lead to seizures, unconsciousness, brain damage and even death.

Welfare check protocol:

Call to check on welfare: Monday at 10 am and Friday at 1:30 pm.

If no answer: Call 911 immediately, then call Far Northern Regional Center Service Coordinator.

When Thomas answers the initial call: Talk to him and develop a rapport. If his speech seems slurred, ask Thomas if he remembers having breakfast (morning call) or lunch (afternoon call). Also, ask Thomas if he monitored his glucose

level and what did the monitor say. Ask if he has taken his insulin and medications in his weekly pill box. If he doesn't remember, ask him to check the pill box.

If the conversation with Thomas indicates he has not eaten, not taken his medication, or seems confused: Call 911

Reporting: Notify the service coordinator immediately.

4. What are the major expected accomplishments of the project, and how will successful completion of the project impact people with developmental disabilities?

Employment

Beyond Inclusion Day Services participants in The Call Connection Program will demonstrate an increased sense of responsibility, community and contribution by:

- Obtaining paid work
- Receiving Occupational Training from AMJaMB Beyond Inclusion
- Having an opportunity to give and do for others

Outcome: Three individuals within the AMJaMB, *Beyond Inclusion* Day Services will obtain employment with The Call Connection program earning minimum wage.

Self-Advocacy

Beyond Inclusion Day Services participants in The Call Connection program will demonstrate an increased ability to communicate and to represent themselves in the following ways:

- By having the opportunity to give and do for others
- By encouraging others to communicate their needs.
- By following up with key people to provide assistance when the welfare of a person becomes a concern (i.e., service coordinator, 911, neighbor, family member, etc.)

Outcome: 100% of the participants employed by AMJaMB, *Beyond Inclusion* in The Call Connection Program will have effectively performed welfare checks on up to 100 people each week by the end of the first year.

Maintaining and Building Relationships

Beyond Inclusion Day Services participants in The Call Connection program will demonstrate an increase in their daily interactions and opportunities for building and maintaining relationships by interacting with:

- Consumers of the Regional Center outside their typical network of relationships
- Key people who can assist in assuring the safety of the folks on the Call Connection List. (i.e., service coordinator, 911, neighbor, family member, etc.)
- And on occasion inviting Consumers of the Regional Center outside their typical network of relationships to participate in an activity the Beyond Inclusion Day Services (i.e., meet for lunch, meet at the horse stables to feed the horses, pick them up for a movie, etc.)

Outcome: 100% of the participants employed by AMJaMB *Beyond Inclusion* in The Call Connection Program will have made up to twenty new relationships, and become increasingly effective in communicating with the new relationships.

Health and Safety

Consumers receiving the services of The Call Connection will increase their ability to remain safe in their communities.

- Consumers of the regional center who are at home alone for lengths of time, are at risk of medical emergencies, vulnerable to predators, etc., will be safer by the regular contact and welfare checks made by the consumer employees of The Call Connection.

Outcome: 100% of the 100 participating consumers receiving the services of The Call Connection, will have an increased role in assuring their own safety by virtue of The Call Connection.

Evaluation: Quarterly Reviews with the regional center identifying number of consumers employed in The Call Connection program, the number of consumers who have received The Call Connection Services, the number of phone calls made, and the results of the phone calls and follow-up required.

Also, an Annual Satisfaction Survey will be sent to consumers receiving services from The Call Connection and the service coordinators of FNRC involved in the project. The results tallied and available to the Area Board II and FNRC.

Also, the consumers employed by AMJaMB, Beyond Inclusion in The Call Connection Program will be invited to complete a Quality of Employment Survey. The results tallied and available upon request to the Area Board II and FNRC.

Continuation of The Call Connection Activities after project is completed: Necessary equipment to start the project will have been achieved from the first year grant funding. Protocols will have been well established in collaboration with the regional center and the recipients of The Call Connection services. The regional center and AMJaMB, *Beyond Inclusion* will continue to pay the wage of the consumer employees working in The Call Connection Project, and FNRC will continue to fund AMJaMB, *Beyond Inclusion* day services which will pay for staff support to The Call Connection consumer employees.

It is anticipated that the successful operation of The Call Connection will cause interest to grow by way of referrals from the regional center for both employment of consumers and interested recipients of The Call Connection Services.

5. Has this proposal been submitted to any other Area Board for potential funding during this cycle? If yes, please list the additional Area Board:

Not Applicable.

THE CALL CONNECTION
(AMJaMB, Beyond Inclusion)

Category of Expense	SCDD Grant Funds	Other Funds	Total Project Costs
Salaries and Wages			
1) Job Coach (\$10.20/hr including payroll taxes, liability insurance & worker's compensation	\$0	\$7,956	\$7,956 1)
2) Consumer Employees (\$9.60/hor including payroll taxes, liability insurance & worker's comp	\$0	\$18,720	\$18,720 2)
3) First Year Administration Costs	\$0	\$5,000	\$5,000 In Kind
4)	\$0	\$0	\$0
Subtotal Salaries and Wages	\$0	\$31,676	\$31,676
Fringe Benefits	\$0	\$1,500	\$1,500 3)
Consultant / Subcontracted Services			
1)	\$0	\$0	\$0
2)	\$0	\$0	\$0
3)	\$0	\$0	\$0
Subtotal Consultant / Subcontracted Services	\$0	\$0	\$0
Travel	\$0	\$0	\$0
Office Supplies	\$1,500	\$0	\$1,500 4)
Printing	\$0	\$0	\$0
Space Occupancy / Rent @400/month	\$4,800	\$0	\$4,800 5)
Equipment			
3 Desktop Computers (\$400/ea)	\$1,200		\$1,200 6)
1 AT&T 2-Line Corded/Cordless Telephone	\$160	\$0	\$160 7)
2 AT&T 2-Line Cordless Expansion Headsets at \$64.99/ea	\$130	\$0	\$130 7)
3 Clear Sounds A1600E 6.0 Amplified Freedom Deluxe Phone @ 219.95/ea	\$660	\$0	\$660 8)
2 Cell Phones	\$200		\$200 9)
Other Costs			
Wiring for new phone line	\$270		\$270 10)
Internet Wiring for New Office	\$135		\$135
Cost for Adding a Phone Line @ \$40.00/mo	\$480		\$480
Internet for office space @ \$30.00/mo	\$360		\$360
Totals	\$9,895	\$33,176	\$43,071

1) Based on 3 hours per day

2) Based on 2.5 hours per day per consumer employee

3) Insurance Benefits paid by AMJaMB toward Job Coach's health/vision/life insurance

4) Pens, pencils, note pads, calendars, 5 chairs, 3 desks, etc.

5) 7030 Skyway #B, is office space with two offices and a reception area next to AMJaMB Administrative Offices

6) 3 Dell Inspiron 660S I660S Desktop with 20" LED Monitor Package for new offices for The Call Connection

7) 2 Line Phone System for AMJaMB admin offices (adding The Call Connection line)

8) 3 One-Line Phone System (The Call Connection phone line) with amplified volume, large visually accessible numbers, bright visual ring, remote access to messages, and up to 13 numbers can put in speed dial with picture ID

9) 2 Cell phones for consumer employees and job coaches to access messages from The Call Connection Office

10) Wiring for new phone line in the AMJaMB Admin Offices and in The Call Connection Office next door

7030 Skyway Suite C, Paradise, CA 95969, 530-872-3627
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Continuation of Funding Verification The Call Connection Project

July 25, 2013

Sarah May
Executive Director
Area Board 2
State Council on Developmental Disabilities

Dear Sarah:

This letter serves as verification that AMJaMB, Beyond Inclusion will continue funding The Call Connection Project as described in the Project Outline.

AMJaMB's contribution to the startup of The Call Connection as represented in The Budget Detail represents 77% of the total startup costs. With the assistance of the grant funds to purchase equipment, to assist with the first year of office space, and office supplies; it is a very sustainable project.

Sincerely,



Terry Kozloff
Co-Director



Domenic Console
Co-Director

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The Call Connection

Organizational Chart

DOMENIC CONSOLE
Co-Director

TERRY KOZLOFF
Co-Director

Lead Staff

Job Coach

Consumer Employee

Consumer Employee

Consumer Employee



Terry Kozloff

64 Slope Oaks Court
Paradise, CA 95969
(530) 680-8298

e-mail:
amjamb.terry@gmail.com

VOLUNTEER & ADVOCACY EXPERIENCE

2000 to 2004 – **The ArcLink**, Indiana, **Chair**.
Developing nationwide data base on life-span
services and supports for individuals with
developmental disabilities.

2000 to 2004 – **California State University Northridge**,
Northridge, CA, **Member**. Salute Project,
Communication in Education for Deaf/Blind
Students.

2000 to 2002 – **The Community Imperative 2002**,
Organizing Committee. California Alliance for
Inclusive Communities, and Center on Human Policy,
Syracuse University.

1999 to 2001 – **The Arc of the United States**,
Baltimore, MD, **Member Board of Directors**
Governmental Affairs Committee.

1999 to 2002 – **California Alliance for Inclusive**
Communities, Santa Barbara, CA, **Founding-**
President. State-wide advocacy organization to
ensure high-quality community based services and
supports for *all* individuals with developmental
disabilities.

1997 to 2000 – **Central Coast Assistive Technology**
Center, Santa Barbara, CA, **Founding Board**
Member. Coalition of organizations, consumers and
families from Tri-Counties to provide assistive
technology for people of all ages.

1997 to 1998 – **Brandon School, PTA**, Goleta, CA,
Vice President - Fund Raising.

1997 to 1999 – **Goleta Union School District**, Goleta,
CA, **District Advisory Committee Member**.

1997 to 1999 – **Brandon School, Site Council**, Goleta,
CA, **Site Council Elected Member**.

1995 to 2000 – **California Deaf Blind Services** - Dr. Lori
Goetz, Project Director, San Francisco State
University, San Francisco, CA, **State Advisory**
Committee Member.

1995 to 1999 – **Arc California**, **Governing Board**
Representative and Alternate.

1994 to 2003 – **Alpha Resource Center Board of**
Directors, Santa Barbara, CA, **President since 1997 -**
- 2000.

1994 to 2003 – **Alpha Resource Center**, Santa
Barbara, CA, **Member**, Systems Advocacy
Committee.

1994 to 2000 – **"Brick by Brick"**, Santa Barbara, CA,
Co-Founder. Coalition of agencies and individuals
committed to increasing public awareness and
community commitment to work toward the
removal of attitudinal, architectural, social and
communication barriers.

1994 to 1999 – **Santa Barbara Audio Describer**
Alliance, Santa Barbara, CA, **Board Member**.
Increase participation of persons who are blind or
with other visual impairments in arts, entertainment
and civic events.

1993 to 2000 – **Collaboration for Integration**, Santa
Barbara, CA, **Founder**. Collaboration of parents,
professionals and friends advocating for inclusive
opportunities for all children.

1993 to 2000 – **Family First, a Parent network and**
Resource Center, Santa Barbara, CA, **Advisory**
Committee Member. Parent to Parent Support.

PRESENTATIONS

2009 International Society for Autism Research.
"Person Centered Employment: Increase in Job
Satisfaction, Productivity, and Decrease in
Challenging Behavior for Adults with Severe
Autism." As Director of COVE, a day program for
people with Autism, data was collected and
presented at the IMFAR as a result of the
transformation taken place from a Sheltered

Workshop to person centered.

Supported Life Conference, Workshop, "A day program, our journey toward change."
Was change possible when the uninspired culture of staff and consumers was deeply engrained? The first trip in our journey was to rediscover how to dream. How far have we come in achieving our newfound dream? October 2008.

Supported Life Conference, Workshop "The closure of Agnews Developmental Center" Building a Network of Support for families whose relatives will be moving from California's Developmental Centers, October 2005.

Supported Life Conference, Key Note Speaker, "Including Ben" and "Organizing to respond to public policy issues locally, statewide and nationally that impact people with disabilities," October 2004

The Arc of Illinois, Key Note Speaker, "Including Ben" and "Organizing to respond to public policy issues locally, statewide and nationally that impact people with disabilities", April 2004

The Arc of Ohio, Key Note Speaker, "A Quality Education for Ben" and "Making it Happen for your Child" April 2004

Supported Life Conference, Sacramento, CA. Presented an Inclusion Award of the year to Goleta Valley Junior High School, October 2004

The Arc of the United States "Bringing it all Together", Leadership Training, Plenary Speaker, **The Community is Imperative**, June, 2002, Las Vegas, NV.

The Community Imperative, Tri-Counties Regional Center Community Services training, February, 2002 Buellton, California.

The Community Imperative, A Turning Point Conference, Co-host and Presenter, Oakland, CA, January, 2002. "The Importance of Deinstitutionalization to Young Families".

Community Inclusion, Tri-Counties Regional Center all staff training, January, 2002. Buellton, California.

The Arc of Indiana, Keynote Speaker, Indianapolis, IN, November, 2001. "Including Ben".

Legislative Breakfast Panel with Assemblywoman Dion Aroner, Assemblywoman Hannah-Beth Jackson

and Congresswoman Lois Capps, Santa Barbara, CA, May 18, 2001. "Assembly Bill 896 and Deinstitutionalization".

The Arc of Indiana, Keynote Speaker, Indianapolis, IN, November 2001. "Including Ben."

Tri-Counties Regional Center, Santa Barbara, CA, January, 2001. "Deinstitutionalization and Community Services in California".

9th Annual Integration Institute, Anaheim, CA, February 28, 1999. "Inclusion: The Teamwork Approach".

Westmont College, Department of Kinesiology, Santa Barbara, CA, September 24, 1998. "Including Ben".

Cottage Hospital, Continuing Education, Santa Barbara, CA, June, 1997. "What It is Like to Be a Parent of a Child With Severe Medical Issues".

Santa Barbara City College, Early Childhood Education, Santa Barbara, CA, May, 1997. "Including Ben".

1996 TASH Conference, New Orleans, LA, November 22, 1996. "A Sister's Role - Including Ben in School and Community".

6th Annual Integration Institute, Costa Mesa, CA, March 1, 1996. "Including Ben: A Team Approach".

1994 TASH Conference, Atlanta, GA, December 9, 1994. "Full Inclusion Programs For Students Who Are Deaf-Blind".

Collaborating For Integration, Santa Barbara, CA September, 1994. "Infant to Preschool Transition" & "Providing Inclusive Opportunities For All Children".

ARTICLES

Changing Hearts, Choosing, I See More Clearly Now, Living, & Danny, **ConnectingFamilies** at www.reachingout-connectingfamilies.com September 2005

An Interview with Cliff Allenby, Director Department of Developmental Services, **ConnectingFamilies** at www.reachingout-connectingfamilies.com, September 2005

An Interview with Eileen Richey, Director Agnews Closure, Department of Developmental Services,

Sacramento, CA, **ConnectingFamilies** at www.reachingout-connectingfamilies.com, July 2006

An Interview with Deborah Meeker, Manager Regional Projects, Department of Developmental Services, Sacramento, CA, **ConnectingFamilies** at www.reachingout-connectingfamilies.com, October, 2006

An Interview with Angela Libby-Vrabanac, Executive Director Agnews Developmental Center, San Jose, California at **ConnectingFamilies** at www.reachingout-connectingfamilies.com, February, 2007

The Gift of Ben Boisot: A Parents Perspective, **Mental Retardation, The Journal**, Vol. 43, Issue: 3, Pages 227—233.

Book Review, **Mental Retardation, The Journal** December 2003, Allen Press, Inc. Choosing Naija: A Family's Journey, by M. Zuckoff, M. Boston: Beacon Press, 2002. .

Book Review, **Mental Retardation, The Journal** Allen Press, Inc. Vol. 41, No. 6, pp. 447-478 2003

Book Review, **Journal of Religion, Disability & Health**, The Haworth Pastoral Press, Vol. 6, No. 1, 2002.

Independent Evaluation of California's Self-Determination Pilot Projects, **Los Angeles Regional Center**, Center for Outcome Analysis, James W. Conroy, Marguerite Brown, Amanda Fullerton, Sherry Fullerton, Sherry Beamer, James Garrow and Terry Boisot, March 2002.

Report to State of California, Self-Determination Evaluation, **Consumer Profiles**, Center for Outcome Analysis, March 2002,

Children's Neurobiological Solutions, What About the Children?, **Exceptional Parent**, February 2002.

TheArclink, weekly e-column, **Disability Matters**, August, 2001 - Present. www.TheArclink.org.

Santa Barbara newspress.com, Weekly Column, **Disability Matters**, May 11, 2000 to June, 2001.

Santa Barbara NewsPress, Monthly Question and Answer Column **Disability and our Community**. First Publication: May 18, 1999.

TASH Newsletter, March 1999. Co-authored "California At A Crossroads".

The Santa Barbara Independent, August 27 – September 3, 1998. "Vast Majority In Community Care Neglected".
Santa Barbara NewsPress, March 16, 1997. "Building Life, Brick by Brick".

TASH Newsletter, March, 1996. "A Sister's Role In Including Ben In School and Community".

Santa Barbara NewsPress, March 25, 1999. "A Different Attitude To Help Those With Disabilities".

RADIO

Radio 1250, Voice of Santa Barbara, Santa Barbara, CA, April, 1999. "Developmental Centers, Olmstead vs. LC".

Radio 1250, Voice of Santa Barbara, Santa Barbara, CA, August, 1998. "Alpha Resource Center and California Public Policy".

Radio 1250, Voice of Santa Barbara, Santa Barbara, CA, September , 1996. **Candidate for Goleta Union School District – Interview.**

KCSB, University of Santa Barbara, Santa Barbara, CA, June, 1996. "Brick by Brick", Remove barriers faced by people with disabilities.

WORK EXPERIENCE

June 2012 to present – **General Partner of AMJaMB, Beyond Inclusion Day Services**. I am co-director and co-founder of Beyond Inclusion in which the purpose is to assist and support people with developmental disabilities to achieve meaningful employment, to experience the opportunity to give and do for others, and to become empowered to support their own social inclusion.

September 2009 to present – **General Partner of AMJaMB Supported Living Services**. I am co-director and co-founder of AMJaMB which provides supports to people with developmental disabilities in their homes.

April 2007 to September 2009 – Director, COVE, a day program to 42 people with developmental disabilities in Paradise, California. During my employment, the COVE program grew from a sheltered Behavior Program serving 25 people and employing 11 staff, to an inclusion program serving 42 people and employing 28 staff. The program is now considered to be among the top programs in the area, providing individualized support to assist people in learning to work and contribute to their communities and becoming as independent as possible.

Present – We, a magazine exclusively for everyone, Editor and co-publisher with Golden Gate Regional Center, Howard Street, San Francisco, CA. A 68 page magazine with an initial distribution of 5,000 copies.

September 2006 – April 2007 – Consultant to California Vocations, Inc. in the transition of COVE, a vocational day program to individualized supports.

February 2005 – present – ConnectingFamilies, *Building a network of support for families whose relatives will be moving from California's Developmental Centers.* Contracted by Golden Gate Regional Center, San Francisco, to develop a pilot project to be expanded statewide.

2006 – Far Northern Regional Center, Redding, California, Research project in Butte County to interview families of young children, self-advocates, providers, and professionals about the future of adult services for people with developmental disabilities.

2004 – Present – Noble Associate, Providing Solutions and Opportunities in the Field of Human Services. Noble Solutions and its affiliates help maximize time and efforts more efficiently by providing expertise in a wide variety of areas.

2003 – 2004 University Affiliated Program, University of Southern California, Los Angeles, Organize response to public policy of people with developmental disabilities and families, statewide

2001-2004 – Tri-Counties Regional Center, Community Liaison and Outreach, Ventura, Santa Barbara and San Luis Obispo Counties, California.

2002- 2003 – California Community Advocacy Network, Speak at community meetings across the

state and provide training to people with disabilities, families, and providers how to be the most effective advocates for system change. Trained thousands of people across California in becoming public policy change agents.

1995 – Present – Disability Rights Consultant, Writer, Commentator, Advocate, Santa Barbara, California.

2001 - 2003 – Program Manager, "Tri-Counties Leadership Project", Santa Barbara, California. Trained more than 50 people with developmental disabilities, their families, and direct care staff in understanding the developmental service system through, and becoming public policy change agents by providing them hands-on experience.

1984 to 1987 – Allstar Inns Operating L.P., Santa Barbara, California - Motel Chain. **Position: Assistant Treasurer & Escrow Administrator**. Maintained the availability of operating funds; developed Purchase and Sale Agreements between parties, open and close escrow, follow-up on contract conditions, account analysis, property tax accounting. Closed escrow on \$100 million public offering.

1982 to 1984 – Motel 6, Inc., Santa Barbara, California - Motel Chain. **Position: Assistant Treasurer** Monitored the orderly concentration of daily cash receipts of 365 motels; Arranged loan on \$55 million revolver; administered the funding of long-term mortgage loans

1975 to 1982 – Sambo's Restaurants, Inc., Santa Barbara, California - Restaurant Chain. **Position: Joint Venture Administrator**. Maintained records of joint venture ownership of investors in accordance with Securities and Exchange Commission regulations; coordinated the production of earnings report to 1,200 investors, reconciliation of joint venture accounts.

EDUCATION

1973 – Graduated Santa Barbara High School

1985 –

1990 Santa Barbara City College –
Real Estate Law, Real Estate Appraisal,
Escrow Administration, Real Estate Finance,
Real Estate Ethics, Real Estate Management

1991 Awarded License as Real Estate Agent

- 2007 Water Safety Certification
- 2009 CPR/First Aide
- 2007 Medication Training
- 2007 Nonviolent Physical Crisis Intervention
- 2009 Healthcare Leadership program, by the Regional Health Occupations Resource Center-Butte College and the University of Southern California.
- 2009 Butte SELPA – Autism Series, "Improving Social Skills in Students with Autism Spectrum Disorder"
- 2010 Butte County SELPA Autism Series, "Using Applied Behavior Analysis to Change Behavior."
- 2010 Butte County SELPA, Autism Series, "Basic Understanding in Increasing Social Interactions for Students with Autism Spectrum Disorder."
- 2010 Butte County SELPA, Autism Series, "Increasing Communication in Students With Autism Spectrum Disorder."

Domenic T. Console

5945 Del Mar Ave.
Paradise CA 95969

Work experience:

2009-present General Partner of AMJaMB, Beyond Inclusion Day Services

I am co-director and co-founder of Beyond Inclusion in which the purpose is to assist and support people with developmental disabilities to achieve meaningful employment, to experience the opportunity to give and do for others, and to become empowered to support their own social inclusion.

2012-present General Partner of AMJaMB Supported Living Services

I am co-director and co-founder of AMJaMB which provides supports to people with developmental disabilities in their homes.

2000-2009 California Vocations Inc.
Supported Living Services Coordinator

Was responsible for the operations of the supported living division of the company, responsible for about 100 employees, payroll reporting, hiring and disciplinary actions, scheduled and facilitated weekly supervisor meetings, made sure safety program was being followed, developed detailed budgets for supported living. Developed detailed reports for different agency's and for the company, helped train staff, made sure all required certifications for staff were current; Was responsible for 48 developmentally disabled adults that lived in their own home's and California Vocations supported them 24 hours, 7 days a week with staff; worked on different programs for the consumers, made sure all medical appointments were kept, made sure of the well being of the consumers. Assisted in developing individual plans, Reported quartile to the board of directors, and daily to the executive director.

1995-2000 Bellflower Unified School District
5 year grant working on computers

Helped maintain and install computers throughout the district. Set up computer labs at each site.

1990-1995 Alcohol and drug counselor

Worked for the Orange county juvenile hall and National council on alcoholism, facilitated Group sessions and 1 on 1 session. Developed individual plans. Worked with families: Kept notes on each client, wrote reports and presented them at various meetings.

1981-1990 Bel Air Surgical and Pharmaceutical supply
Operations manager

Domenic T. Console
Resume

Was in charge of a staff of about 35 people, would make up schedules assign work duties to employees, reported to the Vice president of the Company, developed operating budget for the operations of the warehouse. Inventory control, made sure all equipment was maintained safe and in good working condition, made sure safety program was followed, Hired and disciplined employees.

1970-1980 Owned and operated 13 beauty salons with a partner

We started with one salon and gradually built up the cliental and our reputation and when I sold my half to my partner we opened 13 salons in Massachusetts.

Education:

1969 Graduated from East Boston High School

1969 graduate from a 7 month course in hairdressing

1987-1990 UCLA 2 ½ year certificate course in alcohol and drug abuse studies and counseling

2006 year long management classes put on 2 times per month on different subjects by TOC management Company.

2008-2009 UC Davis 1 year certificate program in Autism Spectrum disorders.

2008 CPR and first aid

2009 Health care leadership course, put on by Sierra foundation in conjunction with USC.

7030 Skyway Suite C, Paradise, CA 95969, 530-872-3627
P.O. Box 3052, Paradise, CA 95967
amjamb.com

Co-Directors

Qualifications:

Co-Directors must have a bachelor's degree and a minimum of 18 months of prior experience providing direct services and support either equivalent to or similar to Day services, or five years' experience in a human services delivery system, including at least two years in a management or supervisory system.

Requirements:

- Skilled in record keeping and in oral communications.
- Computer literate.
- The ability to develop and understand budgets.
- Intimately knows and understands the philosophy of paid and unpaid integrated employment of people with intellectual and developmental disabilities in their communities.
- Knowledge of IPP and ISP.
- Knowledge of State and Federal laws that affect adult protection, Developmentally Disabled, and vulnerable adults.
- Ability to interview people to obtain accurate information.
- Ability to mediate between people in conflict; knowledge of systems theory; community services; skills in interpersonal relations; knowledge of the dynamics of individual and group behavior; knowledge of human growth and development; knowledge of social and economic problems.
- Ability to analyze complex situations, negotiate for case planning and evaluate for potential improvement.
- Ability to present complicated case information clearly and concisely.

- Ability to organize work effectively.
- Ability to work under stressful conditions and to remain calm and objective.
- Current California driver's licenses.
- Obtain CPR and first aid certificate.

Responsibilities:

- Oversee the program, the program budget, and its employees.

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Lead Staff Beyond Inclusion Day Services

Qualifications:

Three years' experience working in human service field, one year of direct supervisory skills, and the ability to provide staff training, supervision, and planning. This position reports directly to the Co-Directors. The schedule and job duties will change due to the consumers' needs.

Requirements:

- Must have a California Driver's License with reliable transportation
- Must be at least 18 years of age
- Must be able to pass a criminal background check
- Must pass a physical and drug screening
- CPR and First Aid Certified
- Computer literate
- Strong verbal and communication skills
- Knows and understands the philosophy of paid and unpaid integrated employment of people with intellectual and developmental disabilities in their communities.
- Knows and understands financial budgets
- Knows quarterly and annual reports
- Attend meetings and training assigned by Co-directors
- Knows person centered planning
- Any other job Co-Director(s) assigns

- Develop and lead training for staff and consumers.

Responsibilities:

- Assist staff as needed
- Assist consumers with circles of learning
- Assist with IPP meetings
- Job will be primarily in the field overseeing the quality of support and assistance provided by staff
- Assist with staff meetings
- Keep good relations with parents, conservators and family members of consumers
- Keep good relations with outside agencies.
- Prepare the Individual Service Plan
- Prepare Semi-Annual and Annual Reviews

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P.O. Box 3052, Paradise, CA 95967
amjamb.com

Job Coach Beyond Inclusion Day Services

Qualifications:

The job coach reports to the Program coordinator of *Beyond Inclusion* and will have at least 1 year experience in supporting people with intellectual and developmental disabilities in inclusive settings and have a high school diploma or an equivalent..

Requirements:

1. Must be at least 18 years of age
2. CPR and First Aide Certified
3. Valid California Driver's License and clean driving record
4. Must be able to pass a criminal background check.
5. Must be able to pass a physical and drug screening.
6. Willing to support all people *Beyond Inclusion* serves, regardless of the level of disability.
7. Willing to work an integral member of the *Beyond Inclusion* team.
8. Willing to work with consultants and other trained individuals to learn and put into place, best practices for supporting people.
9. Flexibility is critical. In other words, must have, or willing to learn how to swiftly problem solve, and adjust plans; without missing a beat.
10. Must have the ability to be patient, and understand particularly during the process of learning how to support individuals in their life and at work.

Responsibilities:

1. Respect and support an individual's personal choices in areas of work.
2. Assist individuals in making weekly plans to work toward their goals.
3. Oversee each person's individual ISP goals.
4. Track each person's progress through daily charting and monthly reports.
5. Provide transportation in a company vehicle.
6. Provide support and supervision in off-site work activities.
7. Provide routine vehicle inspections. Training provided.
8. Be an integral member of the *Beyond Inclusion* team in developing the best possible individualized supports.
9. Maintain a good and collaborative relationship with regional center service coordinators, Program Coordinator and staff, and *Beyond Inclusion* management.
10. Work in collaboration with the community at large in developing opportunities for paid and unpaid employment.
11. Reliable attendance with scheduled absences.

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P.O. Box 3052, Paradise, CA 95967
amjamb.com

Consumer Employee Of The Call Connection A program of AMJaMB, *Beyond Inclusion*

Qualifications:

An Employee of The Call Connection reports directly to the Job Coach assigned by the Lead Staff. Employees of The Call Connection must be at least 18 years old, a client of Far Northern Regional Center.

Requirements:

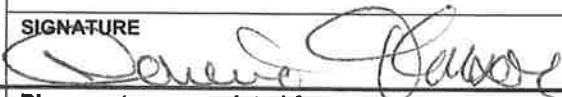
1. Willing to support all people The Call Connection serves, regardless of the level of disability.
2. Willing to work as an integral member of The Call Connection team.
3. Willing to work with consultants and other trained individuals to learn to use equipment (computers and phone systems) adapted to their individual needs
4. Dependable.
5. Patient

Responsibilities:

1. Follow the established schedule to make welfare check phone calls to consumers living on their own.

2. Be kind, encouraging, and cordial.
3. Try to develop a relationship with the consumers being called.
4. Be an integral member of The Call Connection team in the growth and development of the program.
5. Be an integral member of The Call Connection team in the development of new ideas that will improve the purpose and outcomes of the program.
6. Maintain a good and collaborative relationship with, the consumers that are receiving The Call Connection services, the job coach, co-workers, regional center service coordinators, and with emergency personnel.
7. Reliable attendance.

(Required when receiving payment from the State of California in lieu of IRS W-9)
STD. 204 (Rev. 6-2003)

1	INSTRUCTIONS: Complete all information on this form. Sign, date, and return to the State agency (department/office) address shown at the bottom of this page. Prompt return of this fully completed form will prevent delays when processing payments. Information provided in this form will be used by State agencies to prepare Information Returns (1099). See reverse side for more information and Privacy Statement. NOTE: Governmental entities, federal, State, and local (including school districts), are not required to submit this form.		
2	PAYEE'S LEGAL BUSINESS NAME (Type or Print) AMJaMB Supported Living Services SOLE PROPRIETOR – ENTER NAME AS SHOWN ON SSN (Last, First, M.I.) E-MAIL ADDRESS MAILING ADDRESS P.O. Box 3052 BUSINESS ADDRESS 7030 Skyway, Suite C CITY, STATE, ZIP CODE Paradise, CA 95967 CITY, STATE, ZIP CODE Paradise, CA 95969		
3	PAYEE ENTITY TYPE CHECK ONE BOX ONLY <input checked="" type="checkbox"/> PARTNERSHIP <input type="checkbox"/> ESTATE OR TRUST <input type="checkbox"/> INDIVIDUAL OR SOLE PROPRIETOR ENTER SOCIAL SECURITY NUMBER: <div style="border-bottom: 1px solid black; width: 100%;"></div> <small>(SSN required by authority of California Revenue and Tax Code Section 18646)</small>		ENTER FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN): <div style="border-bottom: 1px solid black; width: 100%;"></div> CORPORATION: <input type="checkbox"/> MEDICAL (e.g., dentistry, psychotherapy, chiropractic, etc.) <input type="checkbox"/> LEGAL (e.g., attorney services) <input type="checkbox"/> EXEMPT (nonprofit) <input type="checkbox"/> ALL OTHERS
4	PAYEE RESIDENCY STATUS <input checked="" type="checkbox"/> California resident - Qualified to do business in California or maintains a permanent place of business in California. <input type="checkbox"/> California nonresident (see reverse side) - Payments to nonresidents for services may be subject to State income tax withholding. <input type="checkbox"/> No services performed in California. <input type="checkbox"/> Copy of Franchise Tax Board waiver of State withholding attached.		NOTE: Payment will not be processed without an accompanying taxpayer I.D. number.
5	I hereby certify under penalty of perjury that the information provided on this document is true and correct. Should my residency status change, I will promptly notify the State agency below. AUTHORIZED PAYEE REPRESENTATIVE'S NAME (Type or Print) Domenic Console TITLE Co-Director SIGNATURE  DATE 07/23/2013 TELEPHONE (530) 872-3627		
6	Please return completed form to: Department/Office: _____ Unit/Section: _____ Mailing Address: _____ City/State/Zip: _____ Telephone: (____) _____ Fax: (____) _____ E-mail Address: _____		

PAYEE DATA RECORD

STD. 204 (Rev. 6-2003) (REVERSE)

1	<p><u>Requirement to Complete Payee Data Record, STD. 204</u></p> <p>A completed Payee Data Record, STD. 204, is required for payments to all non-governmental entities and will be kept on file at each State agency. Since each State agency with which you do business must have a separate STD. 204 on file, it is possible for a payee to receive this form from various State agencies.</p> <p>Payees who do not wish to complete the STD. 204 may elect to not do business with the State. If the payee does not complete the STD. 204 and the required payee data is not otherwise provided, payment may be reduced for federal backup withholding and nonresident State income tax withholding. Amounts reported on Information Returns (1099) are in accordance with the Internal Revenue Code and the California Revenue and Taxation Code.</p>								
2	<p>Enter the payee's legal business name. Sole proprietorships must also include the owner's full name. An individual must list his/her full name. The mailing address should be the address at which the payee chooses to receive correspondence. Do not enter payment address or lock box information here.</p>								
3	<p>Check the box that corresponds to the payee business type. Check only one box. Corporations must check the box that identifies the type of corporation. The State of California requires that all parties entering into business transactions that may lead to payment(s) from the State provide their Taxpayer Identification Number (TIN). The TIN is required by the California Revenue and Taxation Code Section 18646 to facilitate tax compliance enforcement activities and the preparation of Form 1099 and other information returns as required by the Internal Revenue Code Section 6109(a).</p> <p>The TIN for individuals and sole proprietorships is the Social Security Number (SSN). Only partnerships, estates, trusts, and corporations will enter their Federal Employer Identification Number (FEIN).</p>								
4	<p><u>Are you a California resident or nonresident?</u></p> <p>A corporation will be defined as a "resident" if it has a permanent place of business in California or is qualified through the Secretary of State to do business in California.</p> <p>A partnership is considered a resident partnership if it has a permanent place of business in California. An estate is a resident if the decedent was a California resident at time of death. A trust is a resident if at least one trustee is a California resident.</p> <p>For individuals and sole proprietors, the term "resident" includes every individual who is in California for other than a temporary or transitory purpose and any individual domiciled in California who is absent for a temporary or transitory purpose. Generally, an individual who comes to California for a purpose that will extend over a long or indefinite period will be considered a resident. However, an individual who comes to perform a particular contract of short duration will be considered a nonresident.</p> <p>Payments to all nonresidents may be subject to withholding. Nonresident payees performing services in California or receiving rent, lease, or royalty payments from property (real or personal) located in California will have 7% of their total payments withheld for State income taxes. However, no withholding is required if total payments to the payee are \$1,500 or less for the calendar year.</p> <p>For information on Nonresident Withholding, contact the Franchise Tax Board at the numbers listed below:</p> <table border="0"> <tr> <td>Withholding Services and Compliance Section:</td> <td>1-888-792-4900</td> <td>E-mail address:</td> <td>wscs.gen@ftb.ca.gov</td> </tr> <tr> <td>For hearing impaired with TDD, call:</td> <td>1-800-822-6268</td> <td>Website:</td> <td>www.ftb.ca.gov</td> </tr> </table>	Withholding Services and Compliance Section:	1-888-792-4900	E-mail address:	wscs.gen@ftb.ca.gov	For hearing impaired with TDD, call:	1-800-822-6268	Website:	www.ftb.ca.gov
Withholding Services and Compliance Section:	1-888-792-4900	E-mail address:	wscs.gen@ftb.ca.gov						
For hearing impaired with TDD, call:	1-800-822-6268	Website:	www.ftb.ca.gov						
5	<p>Provide the name, title, signature, and telephone number of the individual completing this form. Provide the date the form was completed.</p>								
6	<p>This section must be completed by the State agency requesting the STD. 204.</p>								
	<p><u>Privacy Statement</u></p> <p>Section 7(b) of the Privacy Act of 1974 (Public Law 93-579) requires that any federal, State, or local governmental agency, which requests an individual to disclose their social security account number, shall inform that individual whether that disclosure is mandatory or voluntary, by which statutory or other authority such number is solicited, and what uses will be made of it.</p> <p>It is mandatory to furnish the information requested. Federal law requires that payment for which the requested information is not provided is subject to federal backup withholding and State law imposes noncompliance penalties of up to \$20,000.</p> <p>You have the right to access records containing your personal information, such as your SSN. To exercise that right, please contact the business services unit or the accounts payable unit of the State agency(ies) with which you transact that business.</p> <p>All questions should be referred to the requesting State agency listed on the bottom front of this form.</p>								



Far Northern Regional Center

Providing services and supports that allow persons with developmental disabilities to live productive and valued lives.

Laura Larson
Executive Director

July 23, 2013

Area Two Developmental Disabilities Board Grant Review Committee Members

I am writing this letter in support of the grant proposal The Call Connection. This is a support service that we have wanted to see in our area for some time. It will provide personal connection via the phone to consumers that tend to refuse services and are withdrawn and reclusive. It will also provide employment for three consumers.

As you may or may not know, the regional center has a Mortality Review Committee which reviews the circumstances of the deaths of people who are served by the regional center. On more than one occasion I regret to say, we have found people who have died in their homes and were not discovered for many days. This type of reaching out to people may prevent some tragedies from occurring. If there is no response to the regular call, someone can be dispatched to visit the person to ensure they are safe.

We also have a number of people we serve who in addition to the developmental disability have some aspect of mental illness which makes them resistive to daily social interaction. We hope that this project can reach out to these individuals and over time build trust and social connections. That connection may be the person on the other end of the phone.

The provider, AMJaMB, is an experienced Supported Living Provider who has recently developed an individualized day program which will provide employment and meaningful volunteer work in the Paradise area. The Call Connection would be a perfect match for AmJamb and the people they support.

I hope you will consider this request, it is another project where we look to solve a problem by turning to the people we support, provide them with training and a salary and let them do the work they are so capable of doing.

If you have any questions, please do not hesitate to contact me at any time.

Sincerely,

Laura Larson
Executive Director

www.farnorthernrc.org

REDDING MAIN OFFICE: P.O. Box 492418 Redding, CA 96049-2418 1900 Churn Creek Rd. Suite 319 Redding, CA 96002-0277 (530) 222-4791 FAX (530) 222-8908
CHICO OFFICE: 1377 East Lassen Ave. Chico, CA 95973-7824 (530) 895-8633 FAX (530) 895-1501
REGIONAL OFFICES in: Lake Almanor and Mount Shasta



6696 Clark Road
Paradise, California 95969
Telephone: (530) 872-6400
Fax: (530) 877-5073

Mary H. Ficcardi
Director

Angel Clifford
Psychologist

Margot Gegg
Psychologist

Marci Paddock
Psychologist

Karl Stager
Psychologist

Jeanine Roy
District Nurse

Patty Sagers
District Nurse

SPECIAL SERVICES

July 25, 2013

Area Board Two Developmental Disabilities Board
Grant Review Committee Members

Re: Letter of Support
AMJaMB, Beyond Inclusion Project
The Call Connection

I am writing this letter in support of The Call Connection Project proposed by AMJaMB, Beyond Inclusion.

As the Director of Special Services, I am responsible for Special Education programs within the Paradise Unified School District. I have also made it a personal goal to work with AMJaMB in the development and implementation of ideas that will bring opportunities for living and employment for the students that graduate from our district.

The Call Connection not only provides opportunity for employment, but is an opportunity for adults with developmental disabilities to help others, develop self-esteem, build their network of support, learn new skills, and be an integral member of the team as the project evolves.

I am a strong supporter of AMJaMB and its owners, Terry Kozloff and Domenic Console, the work that they do and how it will impact the future of the students I care so much about. In years past, options beyond education for the adult with developmental disabilities have been few and without the leadership Terry and Domenic provide today.

I know both Terry and Domenic personally and am aware of their commitment to this community and all people that live here. Our friendship and support of one another have evolved in our common belief system and efforts to create opportunities in education, work, and living within Paradise that fulfills the promises of IDEA and the Lanterman Act.

Paradise Unified School District has served both Terry and Domenic's children, Ben and Michael, in regular education with the support of special education — Michael who is currently in elementary school and Ben during the time he was in High School in 2004 and 2005.

The support AMJaMB has demonstrated toward the school district, its teachers, specialists, and aides has been recognized by the Superintendent and the Board of Trustees.

I have been an observer of the accomplishments of AMJaMB Supported Living and AMJaMB, Beyond Inclusion since its inception. My hope is that every family and student we graduate from our services, has an opportunity to meet Terry and Domenic so they can truly understand that adults with developmental disabilities can have a full life—that they can live in their own home successfully, be employed and earn a respectable wage, and be an active part of the community.

Personally, I have been deeply concerned for the future of many of our students, soon to be adults and AMJaMB provides me hope.

If you have any questions, I would be very interested in speaking with you.

Sincerely,

Mary H. Ficcardi

Mary H Ficcardi
Director of Special Services



PONDEROSA
REAL ESTATE

7020 SKYWAY
PARADISE, CA 95969
OFFICE (530) 872-5444
FAX (530) 876-8292
steve@stevewilliamsteam.com
www.stevewilliamsteam.com

July 23, 2013

Re: The Call Connection

To Whom It May Concern:

It is my pleasure to write this letter in support of AMJaMB Supported Living Services. My deceased husband, Steve Williams, Real Estate Broker/Owner of Coldwell Banker Ponderosa Real Estate, Inc. and I have had the honor of supporting well-deserving organizations in our town of Paradise, CA.

I feel that AMJaMB is one of those organizations wherein they provide a much needed service for people with developmental disabilities. They are instrumental in educating our community with their insightful and well written WE magazine.

AMJaMB, *Beyond Inclusion*, will reach more folks in our community and enhance the lives of those in need of special services.

It has been a pleasure to have AMJaMB as a tenant in my professional building and I look forward to assisting them with expanding their office space to accommodate more employees.

Please feel free to contact me directly at 530-872-5420 should you need more information regarding this wonderful organization and it's principals.

Sincerely,

A handwritten signature in blue ink that reads "Sandee Williams".

Sandee Williams, GRI, CRES, SRES
Coldwell Banker Ponderosa Real Estate
7020 Skyway
Paradise, CA 95969
sandeewilliams@yahoo.com



If you would like to have a hard copy mailed to you or if you have any questions regarding the grant process:
Please call (707) 463-4700

No faxes or emails will be accepted-Deadline: July 25, 2013

2-The posting did appear on the State Council and DGS Websites.

3-Copies of fliers were distributed at local meetings (e.g. Alliance of Service Providers Meeting, People First Meetings, Community Liaison Meetings etc.) throughout our four county service area in June and July reaching, at minimum, an additional 150-200 people.

4-There were 8 verbal contacts/inquiries regarding the grant.

5-In previous years we have used these dissemination methodologies which yielded an adequate number of applicants. It is unclear why we did not receive more applicants this Cycle however, the time of year, the tighter timeline, the chosen focus areas and the funding level are factors that may have impacted the interest level but these factors would not significantly change with a re-issue.

Please let me know if you need additional information/documentation.

Thank you for your help and support in this process.

Dawn

From: Allensworth, Kristie@SCDD
Sent: Friday, July 26, 2013 7:47 AM
To: Morley, Dawn@SCDD
Cc: Gorny, Denise@SCDD
Subject: RE: Grant Cycle 36

If there is something that your board wants to fund then you will need to provide very detailed justification as what you did to advertise the RFP, which includes mailing out to your database, posting on the website and it was also posted to the DGS website and anything else that you may have done. You will also need to document the verbal responses (if any) back and why you do not believe that re-advertising the RFP or for the same amount of money would generate other bids.

Thank you,
Kristie

From: Morley, Dawn@SCDD
Sent: Thursday, July 25, 2013 5:53 PM
To: Allensworth, Kristie@SCDD
Cc: Gorny, Denise@SCDD

Subject: RE: Grant Cycle 36
Importance: High

Hi Kristie,

The RFP deadline was today and we received two application packets. Please advise.

Thank you,

Dawn

From: Allensworth, Kristie@SCDD
Sent: Monday, July 22, 2013 11:14 AM
To: SCDD AB Directors
Cc: Newton, Roberta@SCDD
Subject: Grant Cycle 36

Hello,

As a reminder to award a contract you need to receive at least 3 bids. Please let me know if you receive less than three bids and would like to continue with the process as additional steps will need to be taken before the contract can be executed.

Thank you,
Kristie Allensworth
State Council on Developmental Disabilities
(916) 322-8777- voice
(916) 443-4957 - fax

May, Sarah@SCDD

From: Allensworth, Kristie@SCDD
Sent: Tuesday, July 30, 2013 7:57 AM
To: May, Sarah@SCDD
Cc: Newton, Roberta@SCDD
Subject: RE: Cycle 36 Grants

Categories: Red Category

If there is something that your board wants to fund then you will need to provide very detailed justification as what you did to advertise the RFP, which includes mailing out to your database, posting on the website and it was also posted to the DGS website and anything else that you may have done. You will also need to document the verbal responses (if any) back and why you do not believe that extending the deadline or advertising the RFP or for the same amount of money would generate other bids.

Thank you,
Kristie

-----Original Message-----

From: May, Sarah@SCDD
Sent: Monday, July 29, 2013 9:30 AM
To: Allensworth, Kristie@SCDD
Cc: Newton, Roberta@SCDD
Subject: FW: Cycle 36 Grants

Kristie,

Just wanted to follow up with you. Roberta directed me to you for assistance.

Thanks!!

Sarah

-----Original Message-----

From: May, Sarah@SCDD
Sent: Saturday, July 27, 2013 2:21 PM
To: Newton, Roberta@SCDD
Subject: RE: Cycle 36 Grants

Roberta,

AB2 received 2 proposals from local community (on time) and one from out of our area, Get Safe, which was postmarked July 24th and arrived July 26th in the mail. In reviewing your email I'm assuming this applies, thus we only received 2 total for consideration. AB2 has an upcoming meeting August 8-9, including agenda item for PDG Cycle 36 review and recommendation to PDC. Is it okay to proceed with the 2 proposals for the members to decide and recommend, or is there another process due to receiving less than 3 "bids?"

Thanks,

Sarah

From: Newton, Roberta@SCDD
Sent: Friday, July 26, 2013 2:03 PM
To: SCDD AB Directors
Cc: Allensworth, Kristie@SCDD; Corral, Melissa@SCDD; Polit, Mark@SCDD
Subject: Cycle 36 Grants

Hello EDs:

I understand that there has been an issue with the late arrival of some grant proposals. Proposals that come in after the deadline cannot be considered. I understand that one applicant mailed the proposal on Jun 24, 2013 with a two day delivery guarantee, when the deadline was June 25, 2013. The result was a late delivery which cannot be considered. Questions?

Roberta Newton
Interim Executive Director
State Council on Developmental Disabilities
(916) 322-8481

Allensworth, Kristie@SCDD

From: Phillips, Robert@SCDD
Sent: Thursday, August 15, 2013 12:01 PM
To: Allensworth, Kristie@SCDD
Cc: Tigh, Robin@SCDD
Subject: Grants

Our Executive Committee meets Aug 26th to take action on the Grant Committee's recommendation which is to award \$7500 to Kidpower and \$2500 to NBHC. I will let you know on 27th what action our EC took.

Kidpower will accept the grant at 7500 and I expect they will slightly modify their goal for numbers if people they will serve but I don't have that information from them yet.

Sent from my iPhone

PROJECT DATA SHEET

ABC

1. Applicant Information

Project Number: <i>(Assigned by Council)</i>		
Application Number: <i>(Assigned by Council)</i>		
Project Name <i>(55 characters)</i> :	Vaccine Against Abuse and Exploitation	
Organization Name:	Kidpower Teenpower Fullpower	
Organization Website:	www.kidpower.org	
Organization Address:	P.O. Box 40	
Organization City/State:	Sonoma, CA	
Organization Zip Code:	95476	
Taxpayer ID Number:	77-0226712	
Project Period: <i>(Month /Day/Year)</i>	Start Date 10/1/2013	End Date 9/30/2014
Council Member: <i>(Assigned by Council)</i>		
Council Staff: <i>(Assigned by Council)</i>		

2. Project Information

(Choices are: Non-profit, School District, County, Government Corporation, Tribal Government, For-profit, City / Town, State, Special or Regional Authority, State P & A Agency, University Center, or Other)

Type of Applicant:	Non-Profit
Type of Project: <i>(Assigned by Council)</i>	

3. Project Funding Formula

TOTAL PROJECT COSTS	COUNCIL FUNDS	APPLICANT MATCHING FUNDS
\$12,500.00	Amount: \$10,000.00 Percentage: 80.00%	Amount: \$2,500.00 Percentage: 20.00%
Grant Type (Poverty or Non-Poverty)	Poverty Area	

4. Contact Information:

Name of Project Director :	Erika Leonard
Title:	Project Manager
Telephone:	(800) 467-6997; (510) 334-2242 (cell phone)
Fax:	(831) 426-4480
Email:	erika@kidpower.org

☒ Check if Same as Project Director

Name of Financial Officer :	
Title:	
Telephone:	
Fax:	
Email:	

5. Signatory Authority:

☐ Check if same as Project Director

Name of Organization Director :	Irene van der Zande
Title:	Executive Director/Founder
Telephone:	(800) 467-6997
Fax:	(831) 426-4480
Email:	irene@kidpower.org
Date:	7/15/13

Vaccine Against Abuse and Exploitation

Project Narrative

I. ABSTRACT

The proposed project will:

- A. Help people with developmental disabilities who have been victims of abuse from being revictimized, and prevent others at-risk from suffering abuse in the first place, by equipping them with *experiential success-based* tools and skills that have demonstrated performance and effectiveness in keeping them emotionally and physically safe and reduce their risk of becoming a victim of bullying, violence, abuse, or exploitation.
- B. Train, coach and mentor people responsible for the care of people with disabilities such as parents, caregivers and health, education and social services program staff in how to recognize, prevent, intervene, respond to and remedy (potential) abuse; how to teach these skills on their own; and how to incorporate them into their family support systems, special education curriculum, or agency's standard practices, on an ongoing basis.

By providing a 'vaccine' against abuse and exploitation for survivors and people not yet victimized in a context specific to their abilities and life situations in a way that is positive, NOT fear-based, and fun, as well as increasing the capacity of the people who are in the position to prevent, intervene and remedy the situation, we help pave the way for people with developmental disabilities' optimum health, well-being and personal achievement in the 3-county Area Board IV service region.

II. QUALIFICATIONS

IIa. Organization's Qualifications To Implement the Proposed Project/Experience Working with People with Developmental Disabilities:

Kidpower Teenpower Fullpower (commonly known as Kidpower) is a community-based 501(c)(3) nonprofit organization founded in Santa Cruz, California in 1989, offering an innovative and highly *experiential success-based* approach to the empowerment of high-risk people and those facing special life challenges — especially young children and people with physical and developmental disabilities — through building skills and capabilities, and creating opportunities for success.

Kidpower has a 24-year track record of success in empowering and equipping over 2 million people, including 1/4 million people with disabilities, with potentially life-changing 'People Safety' and 'Social-Emotional Enhancement' tools and skills aimed at, respectively, the prevention and intervention of emotional and physical violence, and the building of safe, positive, healthy social interactions, relationships and vibrant communities instead.

We use the term 'People Safety' to mean people being emotionally and physically safe with each other and with themselves.

Kidpower's "*Successful Practice*" method of teaching concepts and skills prepares our participants to use their own power (and/or teach the people in their care) to gain vital life and coping skills; build better relationships; advocate effectively for themselves and others; and protect themselves from most bullying, harassment, molestation, assault and abduction in a way that is positive NOT fear-based, and fun.

In addition, our programs help people with a wide range of developmental disabilities, especially those affected with autism spectrum disorders, acquire the social-emotional life skill sets necessary to make a successful transition to adult life, enter the workforce, and increase their self-sufficiency.

For this program, we have put together a team of people who have the most extensive experience (5-23 years) working with people with Autism/Asperger's; Down Syndrome; dual diagnosis of developmental disability and severe emotional disturbance; Tourette's Syndrome; auditory and/or visual processing disorders; hearing and/or visual impairment; and

physical disabilities that limit movement, such as paralysis, and/or that require aids such as walkers, braces, canes, service dogs, and/or manual or motorized wheelchairs.

In addition to having worked directly with a ¼ million people with disabilities, their parents and caregivers, we have worked with hundreds of organizations serving people with developmental disabilities in training, coaching and mentoring their staff in how to teach our skill building on their own in a manner that fosters *SYSTEMIC, SUSTAINABLE* change.

We have just completed a 3-year project with the help of grants from Autism Speaks, the Special Hope Foundation and Cisco Systems for the development, testing and implementation of new international safety signs for people with little ability to verbally communicate due to developmental disabilities that has met with rave reviews (copies of the international safety signs and videos of sample techniques with people with developmental disabilities area available upon requests).

Furthermore, beyond prevention and intervention training of staff working with people with developmental disabilities on a day-to-day basis, we have extensive experience working with first responders to abuse (we are currently working with police departments in Northern California in improving the effectiveness and impact of law enforcement personnel as 'first responder's in family violence intervention and victim support and advocacy with the help of a grant from Verizon Wireless).

The effectiveness of Kidpower's success- and skill-based model was demonstrated in an in-depth evidence-based evaluation conducted by an independent research firm, LaFrance Associates, of 550 children, ages 3 to 5, and their parents and caregivers who received Kidpower training on the Peninsula (an executive summary of which is available upon request). The study found that *even very young children were consistently able to utilize and retain skills to advocate for themselves and reduce the likelihood of (re)victimization both immediately and 4 to 9 months after the training at remarkably high rates. The percentages ranged from 76% for three-year olds to 95% for five-year olds. In addition, 94.9% of the parents and caregivers reported in the nine (9)-month post evaluation that they believed the children in their care to be safer as a result of their participation in the Kidpower training.*

In addition, we just completed a 2-year rigorous, evidence-based study conducted by Shattuck Applied Research & Evaluation, of 238 3rd grade school children in Santa Cruz County (an executive summary of which is available upon request). The study examined the effectiveness of Kidpower's Everyday Safety Skills program in impacting 3rd grade school children's behaviors and skill development in protective factors associated with preventing and stopping most bullying, molestation, violence and abduction. The program's 2-hour training and reinforcement activities resulted in an impressive increase in children's safety, knowledge and skills, and full retention of the effects three months after the workshop. The study revealed a positive, sustained effect in seven (7) competencies in the treatment group that were not evident in the control group in the 3-month posttest. The pre-to-posttest gains in competencies ranged from 16.4% to 63.3% depending on the competency.

In addition, our 3-year program with young people with developmental disabilities in Colorado, funded by the Colorado Trust, has just been formally evaluated by JVA Consultants in Denver with very positive conclusions (an executive summary of which is available upon request).

Furthermore, our New Zealand 'Healthy Relations' program has received 3-year funding from the New Zealand government to help protect teens with developmental disabilities from sexual abuse. We can provide a link to our NZ program.

The LaFrance, Shattuck, JVA, and other independent evaluations of Kidpower demonstrate that Kidpower has the capacity to implement effective programs, reach intended populations, and achieve intended outcomes and excellence.

IIB. Collaborating Organizations and Their Roles:

Because all our trainings are tailored to the specific life situations of our participants, we partner with existing local community organizations already working with the target population. We utilize the existing (physical, organizational

and programmatic) structures these organizations already have created for bringing individuals with similar life situations together. As a result, our skill-building principles can be applied with maximum effect to the lives of the participating people with disabilities and the staff and families working with them.

The proposed health, education, intervention/prevention program will be implemented in collaboration with organizations in the 3-county Area Board IV service area ranging from rehabilitation programs, parent education and support programs, down syndrome or dual diagnosis treatment programs; to those serving people with developmental disabilities who are enrolled in community living, community employment, community-based day and work activities; to County Offices of Education and school districts with special education programs for K-12 students with developmental disabilities, etc. Kidpower generally has a long waiting list of agencies ready to implement programs when funding becomes available.

Once we receive funding, we will select from the waiting list those service, support or advocacy organizations or schools that are most READY and COMMITTED to implement the proposed services, and cover a wide spectrum of ages, level of abilities, and walks of life. We will NOT work with that institution unless we get commitments from both the administrators and the individuals who will actually be doing the work with the people they serve.

We require that administrators demonstrate their commitment to the success of the project by setting aside in-service professional teacher/staff training time; coming to the training themselves; making implementation of the program an official part of their regular curriculum; scheduling follow-up coaching when appropriate; participating in the evaluation process; and making a plan for ongoing implementation. These commitments are spelled out in an official MOU. Besides the MOU with the program or organization, we have teachers and staff sign an individual Letter Of Agreement (LOA) in which they commit to implementing the project in full in exchange for receiving the training materials. This means that they commit to using practices from all of the major skills; adapting the program to fit their students; getting follow-up coaching from Kidpower staff; evaluating the impact; and integrating it into their curriculum or standard practices.

III. METHODOLOGY

IIIa. Project Description/Methodology/Project Activities:

The purpose of the project is to:

- A. Help people with developmental disabilities who have been victims of abuse from being revictimized, and prevent others at-risk from suffering abuse in the first place, by equipping them with *experiential success-based* tools and skills that have demonstrated performance and effectiveness in keeping them emotionally and physically safe and reduce their risk of becoming a victim of bullying, violence, abuse, or exploitation.
- B. Train, coach and mentor people responsible for the care of people with disabilities such as parents, caregivers and health, education and social services program staff in how to recognize, prevent, intervene, respond to and remedy (potential) abuse; how to teach these skills on their own; and incorporate them into their family support systems, special education curriculum, or agency's standard practices, on an ongoing basis.

The program is aimed at helping people with developmental disabilities improve their social-emotional and 'People Safety' skill sets necessary to interact effectively and safely with the world around them; increase their confidence and well-being, and reduce the violence, abuse and exploitation they experience. The program concentrates on the practice of prevention and intervention techniques and engages people with developmental disabilities together with their prevention, intervention or support staff in experiential practices designed to equip them with tools and skills to:

- prevent or break the cycle of emotional and/or physical violence, abuse, victimization or exploitation
- reduce behavioral risks; stay safe, act wisely, and believe in themselves
- advocate effectively for themselves and others in a wide variety of life circumstances
- forge new patterns in social interaction; promote healthy life styles and choices
- overcome challenges and barriers to school readiness, academic success, and realizing their highest potential
- dismantle barriers to employment, self-sufficiency and independence
- maximize their full inclusion and participation in society.

In addition, the program 'bridges' the gap that currently exists between the level of skill building and employment preparation offered by other agencies for people with developmental disabilities and the 'real world' applications of such skills. These agencies are largely geared towards teaching their clients how to perform specific work skills that they need to meet job requirements. However, they do, in general, not teach practical social-emotional employability skills so that they can successfully transition to and maintain themselves in the workforce alongside their peers without disabilities. As one Manager of an employability program for people with developmental disabilities stated:

— "We are confident teaching them specific job skills; what is much more difficult is teaching them how to manage the challenges that come up in dealing with employers, co-workers and customers" —

By providing a 'vaccine' for survivors and people not yet victimized in a context specific to their abilities and life situations in a way that is positive, NOT fear-based, and fun, as well as increasing the capacity of the people who are in the position to prevent, intervene and remedy the situation, we help pave the way for people with developmental disabilities' optimum health, well-being and personal achievement.

With this purpose in mind, Kidpower has developed a 4-pronged strategic approach/ methodology with four (4) process objectives and activities for the \$12,500 project (\$10,000 from Area Board IV + \$2,500 match from Kidpower):

1. Practice experiential, success-based prevention/intervention techniques with the target population

Provide one **hundred and twenty (120)** people with a wide range of developmental disabilities with social-emotional skill development and 'people safety' trainings to keep themselves emotionally and physically safe and reduce their risk of being (re)victimized or exploited by *practicing* simple techniques for detecting and deterring potential harassment, violence, and abuse from strangers, bullies, peers, and people they know and trust; managing risks such as getting to and from school and work safely, dealing with discrimination, getting help, etc.

We give people with developmental disabilities the opportunity to apply empowerment, self-advocacy, positive social interaction, workforce etiquette, and personal safety concepts and turn them into skills through role-plays in a safe, anxiety-reducing, competence-building way that is age- and ability-appropriate and culturally sensitive. We give them the chance to be successful in applying 'People Safety' skills — such as awareness, boundary-setting, managing personal triggers, advocating for themselves, and communicating with confidence — through our experiential 'Successful Practice' methodology.

The skills taught are individually-tailored to each person's developmental ability. Skills are broken down in small steps, incrementally increased, repeated, and practiced until successfully integrated by the students.

2. Strengthen the parental and family caregiver role

Where organizations have a structure for family involvement, provide **twenty (20)** families with Parent Education or Joint Parent-Child (-Teen, -Adult Person) with Developmental Disabilities People Safety training on how to reinforce core Kidpower skills on their own, specifically to strengthen the parental/ caregiver role in dealing with people with disabilities' empowerment, employability, and people safety issues.

We give parents and the people with disabilities in their care a common ground as well as a specific framework for fostering healthy social-emotional and people safety development; and practical steps in how to build this behavior into their family support structure on an ongoing basis.

3. Build capacity and foster long-term, sustainable change

Provide **twenty-four (24)** professionals responsible for the care of people with disabilities with professional training, coaching and follow-up mentoring in:

- how to recognize, prevent, intervene, respond to and remedy (potential) abuse;
- teach and foster *core* People Safety skills *on their own*;

- incorporate this skill-building into their agency's curriculum or standard practices *on an ongoing basis*.

As part of these trainings, we work jointly with these professionals in addressing specific situations at hand; show them by example how to teach the skills by training the people with disabilities while they watch; have them practice the skills with their people with disabilities on their own; and continue to build their skill level until they feel confident enough to practice the core skills needed with their students on an ongoing basis.

4. Reinforce the skills learned

Provide cartoon-illustrated bilingual (English-Spanish) Kidpower Teaching Kits for People with Disabilities to staff and Kidpower Safety Plan Comic Books to parents/caregivers or staff. These materials show in cartoon-form how to use the skills taught in the trainings and how to respond to special challenges in various real-life situations.

IIIb. Project's Alignment with the Council's Mission:

The project is in alignment with the goals and objectives in the State Plan in that it provides an *innovative*, and highly *experiential success-based* approach to the empowerment of high-risk people with developmental disabilities by equipping them with the social-emotional and 'People Safety' skill sets that have demonstrated performance and effectiveness in helping them interact effectively and safely with the world around them; increase their confidence and well-being; advocate effectively for themselves; and reduce the violence, abuse and exploitation they experience.

In addition, the project further supports the State plan in that it fosters SYSTEMIC, SUSTAINABLE change within the target group and their support systems through the training, coaching and mentoring of people responsible for the well-being of people with disabilities such as parents, caregivers and health, education and social services program staff in how to recognize, prevent, intervene and respond to and remedy (potential) abuse; teach these skills on their own; and integrate them into their family support systems, special education curriculum, or agency's standard practices.

IIIc. Project Target Population and Why It Is Targeted:

The target population consists of people of all ages and walks of life with a wide range of developmental disabilities (starting with children age 4 and up to adults and seniors, with the majority being teens and post seniors in their twenties), with an emphasis on people affected by autism spectrum disorders that limit their verbal communication skills, who have been victims of or are at high-risk of physical and/or emotional violence, abuse, or exploitation, and who are now enrolled in special education, community living, community-based day and work activities, and community employment preparation programs; and the health, education and social services program staff including first responders to abuse, caregivers and families serving them in the 3-county Area Board IV service region.

People with developmental disabilities are often under-estimated in terms of what they can do and under-valued in terms of who they are. They are far more likely to be ignored, excluded, and targeted for all kinds of violence and abuse than the general public because they often look and act differently. Their disabilities make them particularly vulnerable to violence, abuse, and exploitation. The statistics below highlight the overall problem:

People with developmental disabilities experience violent crimes at a rate of 4–12 times higher than people without disabilities. They have a victimization rate 10.7 times higher than the non-disabled control group for sexual assault; 12.8 times higher for robbery, and an overall rate 4.2 times higher for all major crimes. People with developmental disabilities are often repeatedly assaulted -- 83% of women with developmental disabilities are sexually assaulted in their lifetime and of those nearly 50% are re-victimized 10 or more times (Sobsey).

The normal process of developing social-emotional skills necessary to succeed in life is far more challenging for people with developmental disabilities than for their non-affected peers because it involves the commonly used capacities in social interaction such as expressive and receptive language; or the ability to perceive and assess nonverbal communication cues, etc., one or more of which may be impaired by the disability.

If no intervention takes place, many people will form adaptive behaviors in response to the limitations of an autism spectrum disorder that can negatively impact their interpersonal relationships and/or personal safety — behaviors such as grabbing, hitting, or staring in an attempt to initiate communication; internalizing hurtful words and messages; staying close to an escalating problem even though they have the ability to leave; or enduring unwanted verbal or physical attention.

In addition, many people with disabilities feel helpless in the face of physical and verbal confrontations, and have beliefs and experiences that keep them from making positive choices for themselves. *People with disabilities are often raised in a culture that teaches them, to a greater extent than others, to comply with those who care for them and that discourages assertiveness.* Furthermore, lack of self-confidence, self-advocacy, and boundary-setting skills often blocks people with disabilities from accessing and participating in educational, vocational, and recreational opportunities alongside their non-disabled peers in an inclusionary way.

While awareness of this problem has increased, the development of early and effective interventions has not kept pace. Too often, the problem of abuse is dealt with through methods that are after the fact, punitive and essentially ineffective. Most first responders and health, education, and social services organizations serving this vulnerable segment of our population, are not equipped to handle bullying and other forms of physical or emotional violence and abuse and its negative effects on people with disabilities.

Educators and family members often focus on the ways in which their students or children with developmental disabilities are vulnerable rather than realizing the simple actions that they can learn and use to keep themselves safe most of the time. These perceptions are multiplied for those with severe forms of autism resulting in reduced ability to speak or communicate. What we teach also changes students' perceptions of themselves. Students who cannot speak or move without assistance often understand what is happening around them. They will smile with joy when their aide will, for example, throw away hurtful language and say aloud an affirmation.

Both staff and family members can see that Kidpower can equip people with developmental disabilities with the tools to meet this greater challenge successfully and with confidence. An experienced Kidpower Instructor can also coach the people around and responsible for the care of people with developmental disabilities to be successful in recognizing, preventing, intervening, responding to and remedying (potential) abuse; and preventing future incidents from happening.

IIIId. Project Target Area Including Federally Identified Poverty Areas: /

The project target area consists of the three (3) counties in the Council's Area Board IV service region. Kidpower provides direct service in this area through three (3) local offices located in Sebastopol, Sonoma, and Napa. These offices serve primarily low-income, multi-ethnic communities along the I-101 and I-80 corridors, including areas that are federally identified as poverty areas, etc.

IIIe. Role of People with Developmental Disabilities in Project:

This initiative has grown out of requests from teachers, staff, parents, and advocates of people with developmental disabilities for a new approach, materials and training aimed specifically at preparing them to teach Kidpower 'People Safety' skills to this highly vulnerable segment of our population.

We have found that many programs for people with disabilities use primarily *knowledge-based* development and social support models as a means of addressing abuse issues. Kidpower provides a *skills-based* model, combining an *experiential success-based* approach in teaching skills and concepts and the *parent/teacher involvement* approach in supporting, reinforcing, and improving the impact of the skills learned. We have found that knowledge-based programs are important in building understanding but do not give participants the chance to be successful in *practicing skills in a context specific to their abilities and life situations*. Raising awareness without practicing skills is more likely to create anxiety. Successfully practicing skills in a positive way, in a culturally appropriate context, reduces anxiety and builds competence.

Therefore, we actively involve the people with developmental disabilities in the skill building to ensure that 'People Safety' skills and ideas are integrated into daily life. They tell us what issues and problems they are dealing with and

what they want to see addressed. We subsequently adapt and tailor our trainings to meet the needs of each of our participants, so that what they learn is relevant and useful for their unique life situation. They participate in the individual and group practices until they are feeling successful and confident that they can handle the situation(s) they brought to our attention. The skills are taught in an inclusive, culturally sensitive way in people's native languages ranging from Spanish to Vietnamese to Mandarin.

III. Project Functions for Each Staff:

- **Irene van der Zande** will serve as the Overall Project Director. She is the Executive Director and Founder of Kidpower. Irene will be in charge of the overall strategic planning, development, implementation and evaluation of the program. In addition, she will be the Trainer for professionals working with people affected with autism spectrum disorders that limits their ability to speak and/or communicate. Furthermore, she will perform quality control functions for all aspects of the program.
- **Erika Leonard** will serve as the Project Manager/Principal Trainer and Instructor. She is the Director of California Programs for Kidpower. She will be responsible for setting up and coordinating the various trainings of both the staff and people with disabilities. In addition, she will act as the Principal Trainer and Instructor in conducting trainings and coachings of professionals and supervise and manage other Instructors.
- **Chantal Keeney** will serve as the Project's Evaluator. She is the Manager of Evaluation/ Senior Instructor for Kidpower. She will conduct the evaluation component of the project, and be one of the trainers.
- **John Luna-Sparks and Jennifer Blackwood** will serve as the two (2) Principal Instructors.

IV. OUTCOMES & EVALUATION

IVa. Anticipated Outcomes/How It Will Impact People With Developmental Disabilities

The impact of Kidpower programs can be immense and lead to long-term changes in a person with developmental disabilities, their families, the people responsible for their care, and the community at large such as:

(People with developmental disabilities)

- an increase of protection against bullying and other forms of emotional, physical and sexual violence and abuse at home, school, workplace, and community
- an increase of safe, healthy emotional relationships between peers, family members, caregivers and program staff, and people encountered on the job, going to/from work, etc.
- an increase in social-emotional life- and people safety life skills necessary for a successful transition to adult life, employment and independence
- a decrease of the effects of people's disabilities on their ability to reach their full potential.

(Program staff, caregivers and parents)

- an increase in capacity in how to recognize, prevent, intervene, respond to and remedy (potential) abuse among the people with developmental disabilities they are responsible for.
- an increase of safe, secure, and inclusive environments in schools, places of work, and communities.

We have documented countless success stories and conducted evidence-based evaluations that indicate that people with developmental disabilities often display a positive change in behavior right away, and that the change is long-lasting. Parents, caregivers, and professionals alike are impressed that such powerful skills can be imparted and applied so quickly. Observers report that they see participants effectively using skills to help de-escalate conflict, deal with hurtful words, and say "no" to unwanted touch, teasing, or emotional coercion.

Participants with disabilities report that the increased sense of confidence and competence they gain in combination with the reduction of fear after Kidpower training helps them participate more fully in their communities, school and the workforce and feel more valued and respected as a contributing member. They report an increased sense of safety riding

public transit and frequenting public establishments. These changes can help foster a greater sense of belonging and community and job involvement. Participants say they feel “strong... like I know what to do ... not scared.” With reinforcement, these changes can last a lifetime.

IVb. How the Project Will Be Evaluated:

In addition to measuring the degree by which the program meets *quantitative* standards listed in the process objectives in Section III-a, Kidpower will use the following *outcome objectives* to make the *qualitative* impact of the program activities measurable:

- **(People with Disabilities)** At the end of each training, **75-85%** (the lower percentages are for people with more severe autism-spectrum disabilities) of people with disabilities will have an increase in their understanding and APPLICATION of personal safety skills, self-advocacy, and other interpersonal skill sets, as demonstrated by OBSERVABLE changes in knowledge, attitude, and BEHAVIOR as measured by staff certification, using a set of seven (7) performance indicators such as, for example, knowing how to set appropriate personal boundaries with people they know in a clear fashion.
- **(Parents/Caregivers)** At the end of each training, **90%** of parents/caregivers will have increased knowledge and skills related to approaching and reinforcing self-advocacy, safe, positive, healthy social interactions and relationships with the people with disabilities in their care. This will be tracked through self-assessments using a set of 7 performance indicators measuring how successfully they used various teaching techniques learned.
- **(Program Staff)** One (1) month post-training, **75%** of the participating responders and program staff will have used the Kidpower curriculum with the people with disabilities in their care, and have started integrating practicing the core Kidpower skills into their curriculum or organizational practices. This will be assessed through follow-up impact evaluations and direct observations, using a set of 4 performance indicators.

IVc. Number of People Served by the Project By Category:

Listed below is a summary of the number of people served by category. Please, see Section III-a above for a more detailed description of the numbers and categories of people served by the proposed project.

<u>Category</u>	<u>Number Served</u>
Individuals with developmental disabilities:	120
Family members:	20
Other individuals (professional staff):	24
Total:	164

IVd. How Will Activities Continue After the Project Is Completed?

By focusing on training, coaching and mentoring of first responders, program staff, caregivers and parents in how to recognize, prevent, intervene, respond to and remedy (potential) abuse, and teach these skills on their own on an ongoing basis, the beneficiaries — people with developmental disabilities — not only get ongoing reinforcement in applying these People Safety skills throughout their developmental pathways, but the programs and agencies become independent of Kidpower in teaching those skills.

The projected success rate in this proposal coupled with the multiplier effect of each participating staff person, responder or advocate, in turn helping and teaching one or more people with disabilities in their care will result in **hundreds** more people with disabilities receiving these potentially life-changing skills each year. In addition, the transfer of these skill trainings into the organization’s standard practices, special education curriculum or caregiver/family support system, will foster *long-term, sustainable, systemic change*. Once part of an agency’s standard practices, special education curriculum, of caregiver support system, Kidpower training becomes WIDELY and EQUITABLY accessible to people with disabilities year after year without additional cost.

4100 - State Council on Developmental Disabilities
Grant Budget Detail Sheet
October 1, 2013 thru September 30, 2014

Project Budget Plan
Title: Vaccine Against Abuse and Exploitation
Project Number:

<u>Category of Expense</u>	<u>SCDD Grant Funds</u>	<u>Other Funds</u>	<u>Total Project Costs</u>
Salaries and Wages			
1) Project Director/Staff Trainer (1/2 hr/wk @ 47/hr)	\$978	\$245	\$1,223
2) Senior Instructor/Trainers (2.5 hrs/wk @ 25/hr)	\$2,600	\$650	\$3,250
3) Instructor/Program Coordinator (4 hrs/wk @ 20/hr)	\$3,328	\$832	\$4,160
4) Service Coordinator (1/2 hr/wk @ 15/hr)	\$312	\$78	\$390
Subtotal Salaries and Wages	\$7,218	\$1,805	\$9,023
Fringe Benefits (24.5%)	\$1,768	\$442	\$2,210
Consultant / Subcontracted Services			
1) Audit (pro-rata cost)	\$106	\$26	\$132
Subtotal Consultant / Subcontracted Services	\$106	\$26	\$132
Travel	\$268	\$67	\$335
- 745 miles @ \$.45/mile			
Office Supplies	\$0	\$0	\$0
Printing	\$480	\$120	\$600
- 4 Kidpower Bilingual Teaching Kits for People with Disabilities @ \$65/ea			
- 34 Kidpower Safety Plan Comic Books @ \$10/ea			
Space Occupancy / Rent	\$0	\$0	\$0
Equipment	\$0	\$0	\$0
Other Costs (Specify)	\$0	\$0	\$0
1) Liability Insurance (pro-rata cost)	\$160	\$40	\$200
	\$0	\$0	\$0
	\$0	\$0	\$0
Totals	\$10,000	\$2,500	\$12,500

Vaccine Against Abuse and Exploitation

Budget Narrative

The attached project budget reflects Kidpower's cost of providing the proposed Area 4 Board program.

Listed below is a description (and attached is a sample invoice) of the way in which Kidpower would bill for the services outlined in the proposal. This method was approved by the State Council of Developmental Disabilities contract and accounting office as part of Cycle 35.

SCOPE OF SERVICES:

For the \$10,000 Area Board grant plus the matching \$2,500, Kidpower will:

- provide services to the 164 people as outlined in our proposal
- provide training and coaching workshops to up to 14 different agencies/programs/parent groups at a fully-allocated unit costs figure of \$850 per workshop, totaling \$11,900 (or a few less workshops if one or more of the agencies wants extended workshops at cost of \$1,200/each or wants their staff to be trained and coached in how to continue teaching Kidpower skills on their own at a cost of \$1,800/agency).
- provide 4 agency staff with Kidpower Teaching Kits (6-volumes) on how to teach Kidpower on their own at \$65/each; and 34 parents/caregivers/staff/participants with Kidpower Safety Plan Books on how to reinforce the skill building on their own at \$10/each, totaling \$600 in teaching materials (or mix and match differently between these two types of teaching materials depending on the served agency's demand as long as the total does not exceed the budgeted amount of \$600).

BILLING METHOD:

The trainings, and ALL Kidpower services for that matter, have been assigned fully-allocated unit costs figures (e.g. an Adapted Safety Classroom Training for People with Disabilities cost \$850 which includes all planning, outreach, coordinating, preparation, teaching, travel, program materials, liability insurance percentage, reporting, formal evaluation, audit percentage and the general administrative overhead of developing the class and teaching materials, training instructors, quality insurance, Area Board presentations, meetings, etc.).

Using this method of fully-allocated unit cost accounting, reports and invoices to the Area Board 4 and State will give a clear, verifiable picture of where, on whom, and how the grant funds have been spent.

ACCOUNTABILITY:

As you can see on the attached example, Kidpower requires receipts from each of the agencies served in Area 4, signed by an authorized representative of that agency stating that the agency/group;

Has received a \$850 (or potentially in one or more cases \$1,200 or \$1,800) of training and coaching workshop from Kidpower for their agency/program, at such a such date, at such a such place; and has received so many of the \$65 Teaching Kits and/or so many of the \$10 Safety Plan Books.

In addition to the signature, we record the telephone and e-mail contact info of the signer. In this way, the State will have signed invoices for each service provided throughout Area 4 for full accountability of when and where the actual service has been conducted and, making it easy to verify that one hundred percent (100%) of the \$10,000 from the Area 4 grant has been used to support the proposed services in the proposed area.

Last but not least, Area 4 Board Executive Director personally visits a sample of workshops so that he can vouch for the effective implementation of our services.

Continuation of Funding Verification

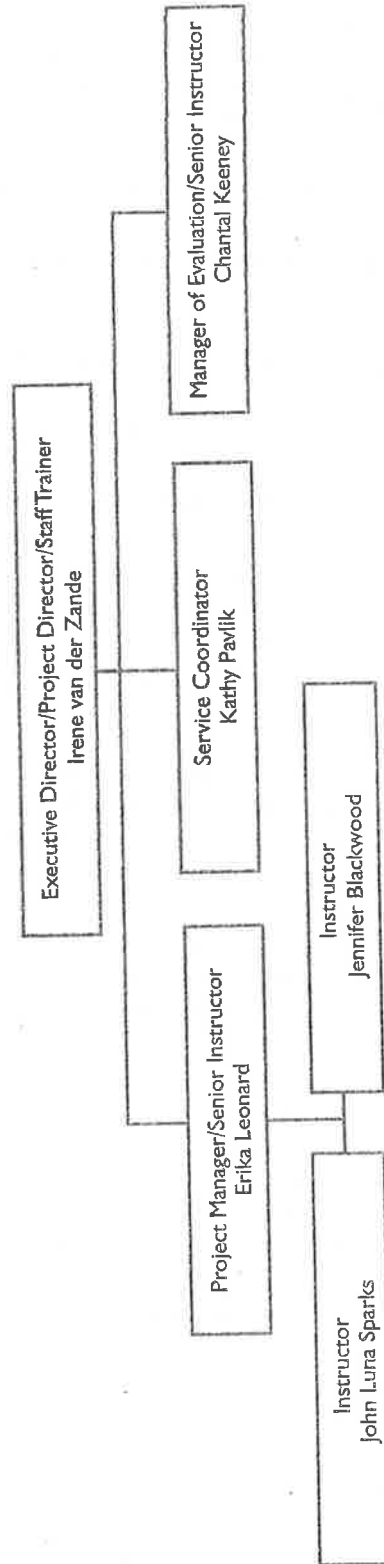
By focusing on training, coaching and mentoring of first responders, program staff, caregivers and parents in how to recognize, prevent, intervene, respond to and remedy (potential) abuse, and teach these skills on their own on an ongoing basis, the beneficiaries — people with developmental disabilities — not only get ongoing reinforcement in applying these People Safety skills throughout their developmental pathways, but the programs and agencies become INDEPENDENT of Kidpower in teaching those skills.

The projected success rate in this proposal coupled with the multiplier effect of each participating staff person, responder or advocate, in turn helping and teaching one or more people with disabilities in their care will result in **hundreds** more people with disabilities receiving these potentially life-changing skills each year. In addition, the transfer of these skill trainings into the organization's standard practices, special education curriculum or caregiver/family support system, will foster *long-term, sustainable, systemic change*. Once part of an agency's standard practices, special education curriculum, of caregiver support system, Kidpower training becomes WIDELY and EQUITABLY accessible to people with disabilities year after year without additional cost.

For new agencies to be enrolled in future years, Kidpower will commit to providing the 25% federal match from its own resources.

Vaccine Against Abuse and Exploitation

– Project Organization Chart –



Names, Qualifications and Duty Statements for Key Project Staff

1) Irene van der Zande is the Executive Director and Founder of Kidpower. Since the establishment of Kidpower in 1989, Irene led the development of all curriculum for the organization's programs, working in conjunction with national experts in the fields of child development, mental health, law enforcement, child safety, education, and the martial arts. She holds a BA in Psychology with emphasis on working with people with developmental disabilities. She has taught self-protection and confidence building workshops for thousands of young children, teenagers, and adults. She is an expert at designing programs to help people facing special challenges, including a just completed project with **Autism Speaks, Cisco Systems and the Special Hope Foundation** for the development, testing and implementation of a new international safety language for people with developmental disabilities who are limited in their ability to speak.

She has authored various books in the child development, education, and violence and abuse prevention and intervention field including:

- *The Parent/Toddler Group: A Model of Effective Intervention to Facilitate Normal Growth and Development*, published by Cedars-Sinai Medical Center, is used as a textbook for mental health and child education professionals.
- Her book *1,2,3...The Toddler Years: A Guide for Parents and Caregivers* is used as an early childhood education textbook.
- She is also the author of *The Kidpower™ Book for Caring Adults - Personal Safety Self-Protection, Confidence and Advocacy for Young People*. She has written numerous E-books, articles and training manuals/DVD's on the teaching of self protection skills, including books/DVD's about safety for people with developmental disabilities.
- Her latest two (2) new books '*The Kidpower Book*' and '*Bullying – What Adults Need to Know and Do To Keep Kids Safe*' have just been released in hardcover and e-book version.

Irene will be in charge of the planning, development, implementation and evaluation of the program. Furthermore, she will perform quality control functions.

2) Erika Leonard is Kidpower's Director of California Programs and the Project Manager/Principal Trainer and Instructor. Erika has been with Kidpower since 1995 and has served as a community educator, instructor, and trainer during that time. She holds a California teaching credential and taught at Albany Middle School before joining Kidpower. She has trained thousands of people with a wide variety of disabilities

She is responsible for the contacting and working with the individual officials, educators, and health and human services agency staff in setting up and coordinating the various trainings of both the staff, parents and students. In addition, she acts as Lead Instructor in conducting trainings and coaching of professionals and supervises and manages other Kidpower Instructors used in the project.

3) Chantal Keeney is Kidpower's Manager of Evaluation/ Senior Instructor. She has been with Kidpower since 2000 and has served as an instructor and evaluation manager. She holds a BA in Psychology with emphasis on working with people with developmental disabilities. In addition, she holds a Master's Degree in Education and a Master's Degree in Educational Administration. She has a California teaching credential and taught bilingual classes at Bayview Elementary School before joining Kidpower.

She teaches and coaches the participating staff, and conducts the evaluation component for the project.

4) John Luna-Sparks and Jennifer Blackwood serve as the two (2) Principal Instructors. John was a bilingual licensed clinical social worker for the Center for Child Protection at Children's Hospital Oakland, where his work included providing counseling for children who have experienced child abuse. Jennifer, a State-certified Sexual Assault Peer Counselor and workshop Facilitator, has served as a Kidpower Program Coordinator and Instructor for over 5 years.

Kidpower Teenpower Fullpower
Vaccine Against Abuse and Exploitation

Grants Received During the Last Two (2) Years Benefitting Individuals with Developmental Disabilities

FY 2012-2013

1. **Name of Funding Source:** Henry O. Eggert Trust
Amount: \$34,000
Title of Project: Educational Training to Empower Disabled Children with Personal Safety Skills to Help Reduce Their Chances of Being Victimized or Abused
Contact Person: Mark Cloutier, Program Director
Telephone Number: (415) 733-8504
2. **Name of Funding Source:** State Council on Developmental Disabilities – Area 4 (Cycle 35)
Amount: \$25,000 (\$20,000 Area 4 + \$5,000 matching fund)
Title of Project: Vaccine Against Abuse and Exploitation
Contact Person: Robert Philips, Executive Director
Telephone Number: (707) 648-4073
3. **Name of Funding Source:** State Council on Developmental Disabilities – Area 7 (Cycle 35)
Amount: \$25,000 (\$20,000 Area 7 + \$5,000 matching fund)
Title of Project: Adult Life Transition and Work Skill Training
Contact Person: David Grady, Acting Executive Director
Telephone Number: (408) 324-2106
4. **Name of Funding Source:** Sanguinetti Foundation
Amount: \$10,000
Title of Project: Bridges to 'People Safety' ---- Early Intervention and Life Skill Building Program for Children and Youths with Physical and Developmental Disabilities, their Parents and Support Networks in San Francisco
Contact Person: Anna E. Turner, Grant Administrator
Telephone Number: (888) 235-4351
5. **Name of Funding Source:** Finish Line Youth Foundation
Amount: \$5,000
Title of Project: Bridges to Full Participation/Inclusion of People with Disabilities in Athletic and Camp Programs
Contact Person: Marty Posch, Executive Director
Telephone Number: (317) 899-1022
6. **Name of Funding Source:** Lowell Berry Foundation
Amount: \$1,500
Title of Project: 'Victimization Risk Reduction Program for People with Disabilities'
Contact Person: Barbara B. Corneille, Chair
Telephone Number: (925) 284-4427

1. **Name of Funding Source:** Henry O. Eggert Trust
Amount: \$33,875
Title of Project: Educational Training to Empower Disabled Children with Personal Safety Skills to Help Reduce Their Chances of Being Victimized or Abused
Contact Person: Mark Cloutier, Program Director
Telephone Number: (415) 733-8504
2. **Name of Funding Source:** Autism Speaks
Amount: \$25,000
Title of Project: 'Bridges to 'People Safety' For Individuals Affected with Autism Spectrum Disorders
Contact Person: Lisa Goring, Vice President, Family Services
Telephone Number: (212) 252-8676
3. **Name of Funding Source:** Sanguinetti Foundation
Amount: \$8,000
Title of Project: Bridges to 'People Safety' ---- Early Intervention and Life Skill Building Program for Children and Youths with Physical and Developmental Disabilities, their Parents and Support Networks in San Francisco
Contact Person: Anna E. Turner, Grant Administrator
Telephone Number: (888) 235-4351
4. **Name of Funding Source:** Finish Line Youth Foundation
Amount: \$5,000
Title of Project: Bridges to Full Participation/Inclusion of People with Disabilities in Athletic and Camp Programs
Contact Person: Marty Posch, Executive Director
Telephone Number: (317) 899-1022
5. **Name of Funding Source:** CVS/CareMark Community Grant
Amount: \$1,500
Title of Project: Effective 'People Safety', Home, School, and Community Independence Skills Building Program for Young People with Disabilities and Their Support Network in the San Francisco Bay Area
Contact Person: Karen Ramos, Senior Manager Community Relations
Telephone Number: (401) 733-0586
6. **Name of Funding Source:** Lowell Berry Foundation
Amount: \$1,500
Title of Project: 'Victimization Risk Reduction Program for People with Disabilities'
Contact Person: Barbara B. Corneille, Chair
Telephone Number: (925) 284-4427

PAYEE DATA RECORD(Required when receiving payment from the State of California in lieu of IRS W-9)
STD. 204 (Rev. 6-2003)

1	INSTRUCTIONS: Complete all information on this form. Sign, date, and return to the State agency (department/office) address shown at the bottom of this page. Prompt return of this fully completed form will prevent delays when processing payments. Information provided in this form will be used by State agencies to prepare Information Returns (1099). See reverse side for more information and Privacy Statement. NOTE: Governmental entities, federal, State, and local (including school districts), are not required to submit this form.		
2	PAYEE'S LEGAL BUSINESS NAME (Type or Print) <div style="font-size: 1.2em; font-family: cursive;">KIDPOWER TEENPOWER FULLPOWER</div>		
	SOLE PROPRIETOR - ENTER NAME AS SHOWN ON SSN (Last, First, M.I.)		E-MAIL ADDRESS
	MAILING ADDRESS <div style="font-size: 1.2em; font-family: cursive;">P.O. BOX 1212</div>		BUSINESS ADDRESS <div style="font-size: 1.2em; font-family: cursive;">P.O. BOX 1212</div>
	CITY, STATE, ZIP CODE <div style="font-size: 1.2em; font-family: cursive;">SANTA CRUZ, CA 95061</div>		CITY, STATE, ZIP CODE <div style="font-size: 1.2em; font-family: cursive;">SANTA CRUZ, CA 95061</div>
3	ENTER FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN): <div style="font-size: 1.2em; font-family: cursive;">77-102267112</div>		NOTE: Payment will not be processed without an accompanying taxpayer I.D. number.
PAYEE ENTITY TYPE CHECK ONE BOX ONLY	<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> ESTATE OR TRUST </div> <div> CORPORATION: <input type="checkbox"/> MEDICAL (e.g., dentistry, psychotherapy, chiropractic, etc.) <input type="checkbox"/> LEGAL (e.g., attorney services) <input checked="" type="checkbox"/> EXEMPT (nonprofit) <input type="checkbox"/> ALL OTHERS </div> </div>		
	<input type="checkbox"/> INDIVIDUAL OR SOLE PROPRIETOR ENTER SOCIAL SECURITY NUMBER: <div style="border: 1px solid black; display: inline-block; width: 150px; height: 20px; text-align: center; line-height: 20px;"> - - </div>		
(SSN required by authority of California Revenue and Tax Code Section 18646)			
4	PAYEE RESIDENCY STATUS <input checked="" type="checkbox"/> California resident - Qualified to do business in California or maintains a permanent place of business in California. <input type="checkbox"/> California nonresident (see reverse side) - Payments to nonresidents for services may be subject to State income tax withholding. <div style="margin-left: 40px;"> <input type="checkbox"/> No services performed in California. <input type="checkbox"/> Copy of Franchise Tax Board waiver of State withholding attached. </div>		
5	I hereby certify under penalty of perjury that the information provided on this document is true and correct. Should my residency status change, I will promptly notify the State agency below.		
	AUTHORIZED PAYEE REPRESENTATIVE'S NAME (Type or Print) <div style="font-size: 1.2em; font-family: cursive;">IRENE VAN DER ZANDE</div>		TITLE <div style="font-size: 1.2em; font-family: cursive;">EXECUTIVE DIRECTOR</div>
	SIGNATURE <div style="font-size: 1.2em; font-family: cursive;">[Signature]</div>	DATE <div style="font-size: 1.2em; font-family: cursive;">7/15/2013</div>	TELEPHONE <div style="font-size: 1.2em; font-family: cursive;">(809) 467-6997</div>
6	Please return completed form to: Department/Office: _____ Unit/Section: _____ Mailing Address: _____ City/State/Zip: _____ Telephone: (____) _____ Fax: (____) _____ E-mail Address: _____		

Kidpower Teenpower Fullpower

Vaccine Against Abuse and Exploitation

Letters of Support

Enclosed is a sample of nine (9) recent letters of support attesting to the effectiveness and impact of our program on people with developmental disabilities, their families and support staff.

In addition, please find a recent newsletter article "Learning to be Safe at the Worksite with Kidpower" by staff from Friends of Children with Special Needs, in Fremont, following the Kidpower training of their consumers.

June 7, 2013

To Whom It May Concern:

Abilities United offers support to individuals with developmental challenges by encouraging independence, inclusion, and community contribution. Each year, Abilities United assists over 200 adults with employment development and the enhancement of essential vocational skills. To demonstrate how to effectively function within a competitive workforce, Abilities United fosters the practical improvement and application of vital job skills through real workplace scenarios and volunteer opportunities within the community.

Kidpower's training programs, such as Workpower Workplace Safety, enhance Abilities United's efforts to adequately prepare our participants for employment development, as well as for involvement in a successful workplace. Abilities United utilizes Workpower due to its fundamental focus on the social-emotional skills that are crucial to success as well as to safety in the workplace. The trainings allows Abilities United to interactively educate those entering the workplace for the first time, as well as those continuing a long-standing dedication to a job, on communication and safety all at the same time.

Abilities United plans to continue our collaborative efforts with Kidpower to complement our clients' efforts to develop the full range of practical skills needed to thrive in the workplace. We truly value the efficiency and effectiveness that Workpower offers, as it educates our clients on the important tools to maintain employment and independence. Workpower benefits Abilities United staff together with clients, and further involvement in Workpower trainings will continue to enhance and strengthen our ability to serve our clients who strive to contribute to the community.

Workplace success requires a skill set for managing conversation, attention, and communication between our clients and their co-workers, customers, and supervisors. Kidpower's Workpower skills help guide clients through a myriad of situations while imparting each with a significant approach to success. Workpower puts these crucial workplace success tools in their reach and supports our staff in continuing to foster the growth of those skills over time.

Abilities United looks forward to future partnerships with Kidpower and are grateful to Kidpower's unrelenting dedication to cultivating the success of those we serve. Please let me know if you would like to come and have a tour of our agency, or if you have any questions.

Sincerely,



Soheila Razban

Director

Adult Services, Respite & Computer Ed
(650) 618-3302

www.AbilitiesUnited.org

○ Abilities United champions people with developmental and physical challenges and provides the training, education, and support they need to lead the lives they choose.

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Accredited by CARF

To Whom It May Concern:

On Friday, February 17th, Kipdower sent a presenter to The Arc San Francisco for a workshop on workplace safety and problem-solving strategies. Kidpower was recommended to the Transition Support Program by another staff member here at The Arc whom had coordinated a workshop with Kidpower in the past. I had the privilege of putting the workshop logistics together with Antonie del Bonta from the Santa Cruz office, as well as working with the class leader, Loretta.

When attending various workshops or trainings in the past, the leader has often had trouble getting people to participate. This was not a problem for the Kidpower leader, Loretta. She had an incredible approach, excellent attitude and it was obvious how much she loves her job. She was clear, concise, and constructive. Loretta made sure that *everyone* participated (there were 11 participants total: 8 students from the Transition Support Program, and 3 Arc clients). Not just being present is enough, she had people saying "NO" and physically acting out safe practices. She adapted to each participant accordingly and challenged them to meet her in the middle. Her energy never wavered and the participants felt that. Everyone in the room was captivated with the topic at hand and the visuals that went with it. Participants learned hand motions that could help remind us of when to ask for help, walking away, brushing off angry words, and more. It was a comprehensive workshop: participants not only talked about certain situations and responses, but role-played as well. Every participant seemed to absorb information from this workshop, as well as enjoy the time spent. We look forward to welcoming Kidpower back again in the future!

Thank you, Kidpower for working with The Transition Support Program at The Arc San Francisco for making this excellent workshop possible!

Sincerely,
Hannah



Hannah Yanow

Transition Support Program Coordinator

Hyanow@TheArcSF.org



October 18, 2011

To Whom It May Concern:

We highly recommend the Kidpower program for agencies serving adults with disabilities striving to maximize independence, autonomy, community participation, and personal safety throughout all aspects of life.

We first saw Kidpower's Fullpower Adapted Program in action during a workshop providing consumers and staff members with experiential, adaptable, and relevant safety skills practices. Participants received in-the-moment coaching in practical skills they could use right away to promote safety in the community, on public transit, or at home with staff and/or housemates.

We arranged a Comprehensive Training for Professionals to give our staff the opportunity to learn how to provide this kind of coaching on their own during real-life interactions with consumers rather than in a classroom context. For people of all abilities, ongoing reinforcement of skill development in the context of existing, meaningful relationships can support the application and growth of those skills more effectively than any one-time experience possibly could. The training we received from Fullpower afforded our community with special tools and skills to use in everyday life.

In our roles as Executive Director and Behavioral Support Analyst, respectively, we see Kidpower's Fullpower Teaching Kit and International Safety Signs as valuable resources that can support our effectiveness. Every adult we serve has unique needs, and no publication on its own could possibly address all of those needs. The training we received with the materials helped us learn how to draw on our professional expertise and personal knowledge of an individual in order to select and adapt relevant segments of the Fullpower Kit and Safety Signs as we see fit. This enhances our ability to support each individual in developing awareness, boundary setting, and advocacy skills as well as the ability to stay calm and project confidence even in the face of verbal attacks.

We deeply appreciated the opportunity to provide this training to our staff and consumers and believe that the skills we've learned have the potential to improve the safety and well-being of those we serve for years to come.

Sincerely,

Julie Weissman-Steinbaugh & Jessica West

J. WEISSMAN

Jessica West



**Santa Cruz County
Office of Education**

Michael C. Watkins, Superintendent • 400 Encinal Street, Santa Cruz, CA 95060 • 831-466-5800 • FAX 831-466-5607 • www.santacruz.k12.ca.us

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June 8, 2011

To Whom It May Concern:

In my role as Senior Director of Special Education Programs for the Santa Cruz County Office of Education, I have appreciated Kidpower Teenpower Fullpower's long-term commitment to working with young people with special needs. I have seen firsthand – multiple times, over many years – evidence of Kidpower's relevance and adaptability for the population we serve.

On February 16, 2006, our department presented an award by proclamation of our Board of Education to Kidpower Teenpower Fullpower "in recognition and appreciation for service and inspiration to the community" because this exceptional organization has "empowered and supported the personal safety and well-being of the students and staff of the Santa Cruz County Office of Education, Special Education Programs."

We value Kidpower's steady focus on what our students CAN do in order to be safe, rather than on what they cannot or should not do.

In addition to teaching personal safety skills to our students and preparing our staff to do the same, Kidpower created a pilot program to create new resources that exceeded my expectations. This was in response to a gap that I identified in their services - we needed more tools in order to bring this information to our students with severely limited language. In this pilot program, Kidpower developed Safety Signs and a social story model that greatly increase the usability and adaptability of the Kidpower program content for our staff both with students with very limited speech and students who are highly verbal.

After a recent training, our professionals who are already using the Kidpower program reported that these new tools have increased their ability to provide more extensive support to a broader spectrum of the students they serve. Those participants who entered this workshop without past experience found the information accessible in a short period of time. They reported that the experience, combined with the reproducible materials and the model social story generated through the workshop, gave them a foundation for introducing crucial safety concepts to students with a wide variety of abilities.

Kidpower is a remarkable organization and has my strong endorsement.

Sincerely yours,

Hal Ledbetter

Senior Director of Special Education Programs



January 15, 2010

To Whom It May Concern,

From our different perspectives as a public school special education teacher and an administrator who work with students with severe, multiple disabilities, we would like to express our enthusiastic support for the Kidpower program. We speak for all teachers who attended a workshop on January 15, 2010, in stating that KidPower has provided us with tools to assist our students in acting wisely, believing in themselves, and in using their own power to stay safe and take charge of their well-being.

During the two-hour Kidpower Introductory Training for Professionals, we learned techniques and rationalizations for the following topics:

- How to show awareness, calmness and confidence
- How to protect from words that hurt
- How to use voices to set firm and clear boundaries
- How to leave situations safely
- How to stop unwanted touch
- How to get, and persist in getting, help from adults
- How to identify a stranger
- How to set clear appropriate boundaries with family and acquaintances

These are topics crucial for individuals of all ages, with or without disabilities.

The instructor began the training by seating the 45 teachers in a semi-circle in order that they could all participate and interact with each other. She assured their "buy-in" and enthusiasm by having them repeat, as a group, key phrases and concepts. She enthusiastically and energetically presented her ideas, never slowing down in her manner. The staff were so energetic in their verbal and physical interactions that the Associate Superintendent of Human Resources, who was working down the hall, joined the group for a portion of the training. He later reflected, "You were having too much fun!" The instructor kept everyone's attention throughout the entire inservice, even on a Friday afternoon before a three-day weekend! In fact, not one teacher left early - probably a first.

Following the training, several teachers approached the instructor with requests for more in-depth instruction or assistance in setting up training with their students. They clearly saw the value in teaching these concepts, in order that their students may develop the skills to become safer and more confident in themselves.

Sincerely,

Barbara Berman
Principal, East County Student Programs

Eloise Lovelace
Teacher on Special Assignment



華人特殊兒童之友

Friends of Children with Special Needs

2300 Peralta Blvd., Fremont, CA 94536 Phone: 510-739-6900 FAX: 510-739-6999

Website: www.FCSN1996.org

"Together, let's build a community of love, hope, respect, and support for our special children."

Date: August 1, 2012

To Whom it May Concern,

Having experienced what KidPower has to offer - especially through their Power of Safety classes for our developmentally disabled students - we are enormously appreciative for what they bring to our program, Friends of Children with Special Needs (FCSN).

At FCSN Adult Day Program, we provides services - and a loving community - to adults with a wide range of developmental diagnoses. We believe that everyone is in constant growth and learning. Our students have the rights of every individual: to strengthen themselves and to hold their head high.

Harsh as it may sound, those with developmental needs are often taken advantage of and may not have had the opportunity to build confidence, self-esteem, or learn how to stand up for themselves. FCSN strives to teach and/or maintain these qualities in our students. Through these, they become independent persons despite whatever limitations they struggle with. Not only can they empower themselves, they learn to be empathetic and compassionate towards others through the shared knowledge of feeling.

KidPower opens up this world for our students through their classes. They give our students important life lessons - and they give our teachers an understanding of how to nurture and educate them. Reflected in an article written for our newsletter (*The FCSN Times*) are key learning experiences from one KidPower visit to FCSN:

"Many special needs people have a hard time with personal space, much less what a stranger is; they are friendly towards almost everyone they see."

"No one should bring you down or embarrass you - especially if they are your friends."

"Always remember to tell yourself that *you're awesome and a good person.*"

Narrative Evaluation

Kidpower Service Provided: Workpower Workplace Safety
Friday, October 12, 2011

Population Served: Los Gatos Saratoga High School District Post Seniors
And Fremont Union High School District Post Seniors

Evaluation Submitted By: Brian Cordero, Lead Teacher
Mary-Denise Martin, Lead Teacher

Description

Kidpower led a Workpower Workplace Safety Workshop for our combined group of 19 students ages 18-22 with developmental disabilities along with 6 of our combined program staff members.

Our students and staff together received instruction and coaching in direct practice of the following skills through role-plays in a workplace context:

- Projecting awareness, calm, and confidence
- Speaking up about possible problems clearly and respectfully
- Persisting in getting the attention of employees or others in charge in a safety situation
- Identifying appropriate boundaries around touch and attention in the workplace
- Setting boundaries to stop unwanted attention from co-workers
- Staying calm and protecting emotional safety when upset customers/others are verbally aggressive or hurtful
- Taking in constructive feedback effectively and respectfully

Instruction showed not only how each skill supports workplace safety but also how each skill supports effective workplace communication with customers, co-workers, and employers.

Assessment

The skills presented were valuable, relevant, and presented in a manner that addressed the variety of needs of our students, young adults who have cognitive disabilities and who also have the capacity to participate productively in the workforce.

We appreciated the interactive aspect of the training as well as the variety of role-plays. Kidpower's dynamic approach made the skills accessible to our



I teach a transition class for 18 to 22-year-old students who live with moderate to severe disabilities. My program is called Access SFUSD: The Arc. It is located at 1520 Howard Street. I share this space with one other transition class. My students vary in ability levels, but most of them are highly independent. They spend a great amount of time in the community on their own. These students want to live independently and be as self-reliant as possible. My program is designed to do everything possible to support them in this end. One of the biggest challenges we face is finding ways to teach students about personal safety when they are alone in the community. I knew about KidPower because Loretta had done a workshop with my students last year when my program was located at Ruth Asawas School of the Arts. The workshop went so well that we decided to invite FullPower back for another safety workshop this year.

This year I worked with Ellen Frankel who coordinated the workshop. Ellen was very supportive and responsive to our needs. Loretta did a great job supporting our staff and students in learning the FullPower program. We had a very mixed group of students that day, some were in wheelchairs with high support needs and others were extremely independent and very vocal. This year we collaborated with The Arc San Francisco and used their space at 1500 Howard Street for the workshop. One client from The Arc San Francisco joined us. Loretta made great use of the space and was very accommodating to our needs.

Just as last year everyone at FullPower put a great amount of thought and preparation into every detail of the program. They once again provided a highly meaningful workshop which has been well thought out and tailored to our specific needs. Loretta stayed to answer our questions and she provided a great deal of information and resources for both of our classes. I would highly recommend signing up for a FullPower workshop to anyone.

Sincerely,

Benjamin Lamoso
Transition Specialist
Access SFUSD: The Arc
1520 Howard Street
San Francisco, CA 94103
415-241-6435
lamosob@sfusd.edu

Learning to Be Safe at the Worksite with Kidpower

By Ingrid Cheng & Sylvia Yeh

Loretta Koll from Kidpower provide a **“Workpower”** workshop for the adult students of Friend of Children with Special Needs (FCSN) at our headquarter located at 2300 Peralta Blvd., Fremont, CA, on April 19, 2013. This workshop targets the twenty three students who are employed in the local stores and business cooperates to learn to be safe at work. Ms. Loretta used a positive, practical approach for FCSN students to learn safety skills and be more efficient to prevent assault and harassment in the workplace.

I really liked how the workshop started out. Ms. Loretta asked everyone to introduce themselves, where they work and what they do for a job. We actually talked about most of the topics we have learned from the previous Kidpower workshops in the past few years but applied it to scenarios that could be used at work. Ms.



Loretta divided the students into many small groups to practice different situations that may happen to them at work place, and teach them how to handle the problems.

“Be Aware” means looking around and being alert, noticing your surroundings, letting people know you notice things. She used examples of helping customers and being an approachable employee to illustrate. When talking about **“Staying Safe”**, Ms. Loretta used examples of people fighting in the parking lot or slipping on a wet floor to illustrate that first keeping your distance and getting help is more important then just going in yourself. She used staff in the roles of managers, supervisors, and bosses to do the scenarios.



*Ms. Loretta (back) taught Becky (front) to **“Be Aware”** of her surroundings and **“Stay Safe”***

The workshop structure was great - Ms. Loretta gave examples, then got FCSN students and the staff to practice in small groups. She also asked a lot of questions and welcomed the students to ask questions and comment. Ms. Loretta had a real positive and encouraging attitude and I appreciated her incorporation of staff into the workshop.



FCSN staff practiced with the students in small groups

Towards the end, Ms. Loretta did a few things on boosting self-confidence and loving yourself. Remember that “**trash can**” thing where you threw away the bad things



people said to you? We did that. We also talked about what was okay/not okay to do or say between friends, family or acquaintances. Building our students' self-image is important - but in my opinion I thought the last parts could have more examples related to work or being an employee.

*Trash those bad words put on you and tell yourself “**I am good**”*

Overall, FCSN students responded enthusiastically. They all benefit a lot from the workshop. Though one of the students was falling asleep in the beginning (he's like that with anything he has to sit down for), he really got into it after the first twenty minutes. Unfortunately, there was one student refused to participate - I guess he didn't want people to look at him, even when we were in a small group.



FCSN students fully participated in the class

I'd like to use this opportunity to thank Kidpower for providing many workshops since 2008 for FCSN students to learn the safety skills and self advocating skills in order to prevent bullying, violence, and abuse. Kidpower workshops have prepared FCSN students to develop positive relationships that enrich their lives.



"Thank You, Kidpower" for teaching us the safety skills at work"—from FCSN students and staff

Proposal Checklist

Program Development Grant Request for Proposal Federal Fiscal Year 2014 - Cycle 36

In completing this form, the proposer acknowledges that the following items are included in the proposal, in accordance with the instructions provided in the RFP. This checklist should be included with the proposal package.

Check box below to indicate inclusion in proposal

- ☒ Cover Letter
- ☒ Project Data Sheet
- ☒ Project Narrative (not to exceed 8 pages)
- ☒ Budget Detail Worksheet (including description of identified expenses)
- ☒ Continuation of Funding Letter, if applicable.
- ☒ Organization Chart
- ☒ Curricula Vitae/Resumes and position descriptions, as applicable
- ☒ List of Previous Grants/Awards
- ☒ Payee Data Record Form
- ☒ (3) Letters of Support
- ☒ Proposal Checklist

Instructions for Project Narrative

Applicants will provide the narrative description of their proposed projects using the Project Narrative outline. Respond to all the components as indicated. Do not exceed eight (8) pages.

1. Abstract

- Provide a one paragraph abstract that clearly states the project goal, the major activities of the project and the impact it will have on people with developmental disabilities.

2. Qualifications

- Describe your organization's qualifications to implement the proposed project, including your experience working with people with developmental disabilities.
- Identify any organizations that will be collaborating on the project, and provide a brief description of their role.

3. Methodology

- Provide a detailed narrative about the project, including information on the methodology to be used and an overview of project activities.
- Explain how the proposed project is consistent with the Council's mission.
- State who the target population is and why it is being targeted.
- Specify if the project targets individuals in a federally identified poverty area(s).
- Describe the role of people with developmental disabilities in the project.
- Provide a brief description of project functions for each staff and any subcontractors identified for the project.

4. Outcomes & Evaluation

- Describe the major expected outcomes of the project, and how successful completion of the project will impact people with developmental disabilities.
- Describe how you will evaluate the outcomes of the project
- Specify the expected number of people to be served by this project by the following categories:
 - Number of individuals with a developmental disability
 - Number of family members
 - Number of other individuals
- Describe how activities will continue after the project is completed.

Instructions for Project Budget Plan

Develop a line item budget for the project. For each itemized category, specify the total project costs, description of expense, and the expense charged to SCDD/area board funds. A line item expense under a category must include a description of the line item expense. Grant recipients are not required to provide a non-federal match, but they are encouraged to do so. If your organization is providing a match, identify the expenses under the Matching Funds column and identify the source of those funds.

1. Project Information

- Project Number – Leave blank (assigned by area board)
- Project Name – Must be identical to the project name on the Project Data Sheet and Project Narrative.

Attachments

Include Attachments 1 –5:

1. Continuation of Funding Verification
2. Letters of Support
3. Organizational Chart
4. Duty Statements/CV
5. Previous Grants

AB4

Received 7/24/13

North Bay Housing Coalition, Inc.

Creating affordable housing for persons with
developmental disabilities



24 July 2013

1436 Second Street #17
Napa, CA 9455

Area 4 Board
236 Georgia Street, Suite 201
Vallejo, CA 94590

RE: Cycle 36 PDG Proposal

Dear Area 4 Board of Directors:

Thank you very much for the opportunity to apply for Cycle 36 funding.

Our proposal is to complete a housing needs survey in order to better advocate with and on behalf of persons with developmental disabilities. Affordable housing is a major obstacle to a person being able to choose where they live and with whom they live. Being able to present a survey report specific to each jurisdiction in our catchment area of Napa, Solano, and Sonoma Counties strengthens our advocacy and educational effort to garner support for affordable housing.

NBHC is capable of supporting the project until such time as the invoices are submitted and reimbursement is received.

We acknowledge that we have carefully read and understand all the provisions in this RFP and agree to be bound by them. We fully read and reviewed the terms and conditions as stated in the State Contracting Requirements, attached to the RFP, and, that by submitting a response understands that this document represents the agreement that we will be expected to execute if we are successfully awarded a Cycle 35 CPDG from the SCDD.

Thank you very much for your consideration of our proposal.

Sincerely,

A handwritten signature in cursive script, appearing to read "Mary Eble".

Mary Eble, MSW
Executive Director

Project Data Sheet

PROJECT DATA SHEET

1. Applicant Information

Project Number: <i>(Assigned by Council)</i>		
Application Number: <i>(Assigned by Council)</i>		
Project Name <i>(55 characters):</i>	Housing Needs and Advocacy Survey	
Organization Name:	North Bay Housing Coalition	
Organization Website:	www.northbayhousing.org	
Organization Address:	1436 Second Street #178	
Organization City/State:	Napa, CA	
Organization Zip Code:	94533	
Taxpayer ID Number:	68-0299806	
Project Period: <i>(Month /Day/Year)</i>	Start Date 11/1/2013	End Date 6/30/2014
Council Member: <i>(Assigned by Council)</i>		
Council Staff: <i>(Assigned by Council)</i>		

2. Project Information

(Choices are: Non-profit, School District, County, Government Corporation, Tribal Government, For-profit, City / Town, State, Special or Regional Authority, State P & A Agency, University Center, or Other)

Type of Applicant:	Non-Profit
Type of Project: <i>(Assigned by Council)</i>	

3. Project Funding Formula

TOTAL PROJECT COSTS	COUNCIL FUNDS	APPLICANT MATCHING FUNDS
\$5,100.00	Amount: \$2,500.00 Percentage: 49.02%	Amount:\$2,600.00 Percentage: 50.98%
Grant Type (Poverty or Non-Poverty)	Non-Poverty Area	

4. Contact Information:

Name of Project Director:	Mary Eble
Title:	Executive Director
Telephone:	(707) 289-7000
Fax:	(707) 676-8613
Email:	mary@northbayhousing.org

☒ Check if Same as Project Director

Name of Financial Officer:	Mary Eble
Title:	Executive Director
Telephone:	(707) 289-7000
Fax:	(707) 676-8613
Email:	mary@northbayhousing.org

5. Signatory Authority:

☒ Check if same as Project Director

Name of Organization Director:	Mary Eble
Title:	Executive Director
Telephone:	(707) 289-7000
Fax:	(707) 676-8613
Email:	mary@northbayhousing.org
Date:	7/24/13

Project Narrative

Project Outline

1. Provide a one paragraph abstract that clearly states the goal and major activities of the proposed project and the impact it will have on people with developmental disabilities.

Persons with developmental disabilities cannot afford to live in a home of their choice—where and with whom they live—without affordable housing options. For example, a one-bedroom rents for more than 114% of person's SSI in Napa County; 119% in Sonoma County, and 109% in Solano County. The sad reality is that many persons in our community face a housing crisis, and there is intense competition for the scarce affordable housing. We need to tell the story to our policymakers and community...not only the compelling heart-felt stories, but with data as well. We propose to complete a housing needs survey that compiles existing yet scattered data into a comprehensive report for each city/county in our catchment area. We will present this report to policymakers to solicit their support at local, state, and federal levels for affordable housing for persons with developmental disabilities.

2. Describe your organization's qualifications to implement the proposed project.

North Bay Housing Coalition (NBHC) is a 501c (3), tax-exempt, non-profit corporation formed in 1998 whose mission is to increase affordable housing opportunities for individuals and families with developmental disabilities. It is a collaboration of groups and individuals in Napa, Sonoma, and Solano Counties.

NBHC is vendored with North Bay Regional Center (NBRC) to provide support to individuals and families in planning for short-term and long-term housing.

It also owns 5 single-family homes and 1 condo while master leasing another condo. It rents to persons served by NBRC while they receive support services from SLS agencies. It manages the Mainstream Voucher list in Napa County as well as the internal wait list for the five units in Sereno Village (Vallejo).

3. Collaboration

NBHC will collaborate with North Bay Regional Center to analyze data collected by staff via Sandeis and CDER.

4. Provide a detailed narrative about the proposed project, including specific information on the methodology to be used and an overview of project activities.

NBHC staff acts as co-chair of the NBART and NCART workgroups. One of the recommendations from the NBART effort was to conduct a housing needs survey. In collaboration with ARCA and several other housing coalitions in California, the first phase of the survey was completed. Unfortunately, lack of funding halted our efforts for a statewide survey.

The project is consistent with the SCDD and Area 4 Board's strategic plan regarding housing. Specifically, Goal # 12 is:

“Affordable and accessible housing are developed in local communities to expand housing options for individuals with developmental disabilities.”

Objective 12a is to partner with housing corporations to influence housing plans in jurisdictions “to reflect the needs of individuals with developmental disabilities.” NBHC is the housing corporation for Napa, Solano, and Sonoma Counties. Scientifically reliable data is needed to present to the cities/counties in order to validate the need for affordable housing for individuals with developmental disabilities.

Individuals served by NBRC are the target of this survey.

NBHC proposes to work with interns from Sonoma State University to gather existing data related to housing needs in its catchment area of Napa, Solano, and Sonoma Counties.

The ultimate success is that persons with developmental disabilities have a home of their choice. Working backwards, we identified the short-term outcomes, services and activities, purposes and goals of the survey.

Project Activities

1. Identify potential data sources such as DDS/CDER, NCI Survey, NBRC
2. Develop strategy to access data
3. Compile and analyze data
4. NBHC to present report of data findings to local, state, and federal legislators
5. What are the major expected accomplishments of the project, and how will successful completion of the project impact people with developmental disabilities?

Major accomplishments

- a. Completion of analysis of housing data for persons with developmental disabilities in Napa, Solano, and Sonoma Counties.
- b. Create a housing advocacy report for each jurisdiction that reflects the findings and analysis of the housing survey.
- c. Present report to each jurisdiction as part of the public comments period for the city/county's Housing Element

A Housing Element is a planning tool required by law for cities and counties to project housing needs and how they will meet these needs. Recent law requires them to specifically identify the number of persons with developmental disabilities in their jurisdiction.

The cities/counties in our area are required to renew their Housing Element in 2014.

This accomplishment is in alignment with SCDD's housing objective to "monitor and influence the housing plans of

municipalities to reflect the needs of individuals with developmental disabilities.”

- d. Use the NBART and NCART forums as a platform to release the housing reports to local legislators

Impact on persons with developmental disabilities

Policymakers and Legislators will be aware of the housing needs of persons with developmental disabilities.

This is critical to gaining the support of housing legislation or policy-making to create and/or maintain affordable housing

While we cannot predict how much, if any, funds for the creation of housing in this grant cycle, we cannot underestimate the impact on policymakers of the stories we can tell from the housing survey.

6. Has this proposal been submitted to any other Area Board for potential funding during this cycle? If yes, please list the additional Area Board:

No

Budget Detail Worksheet

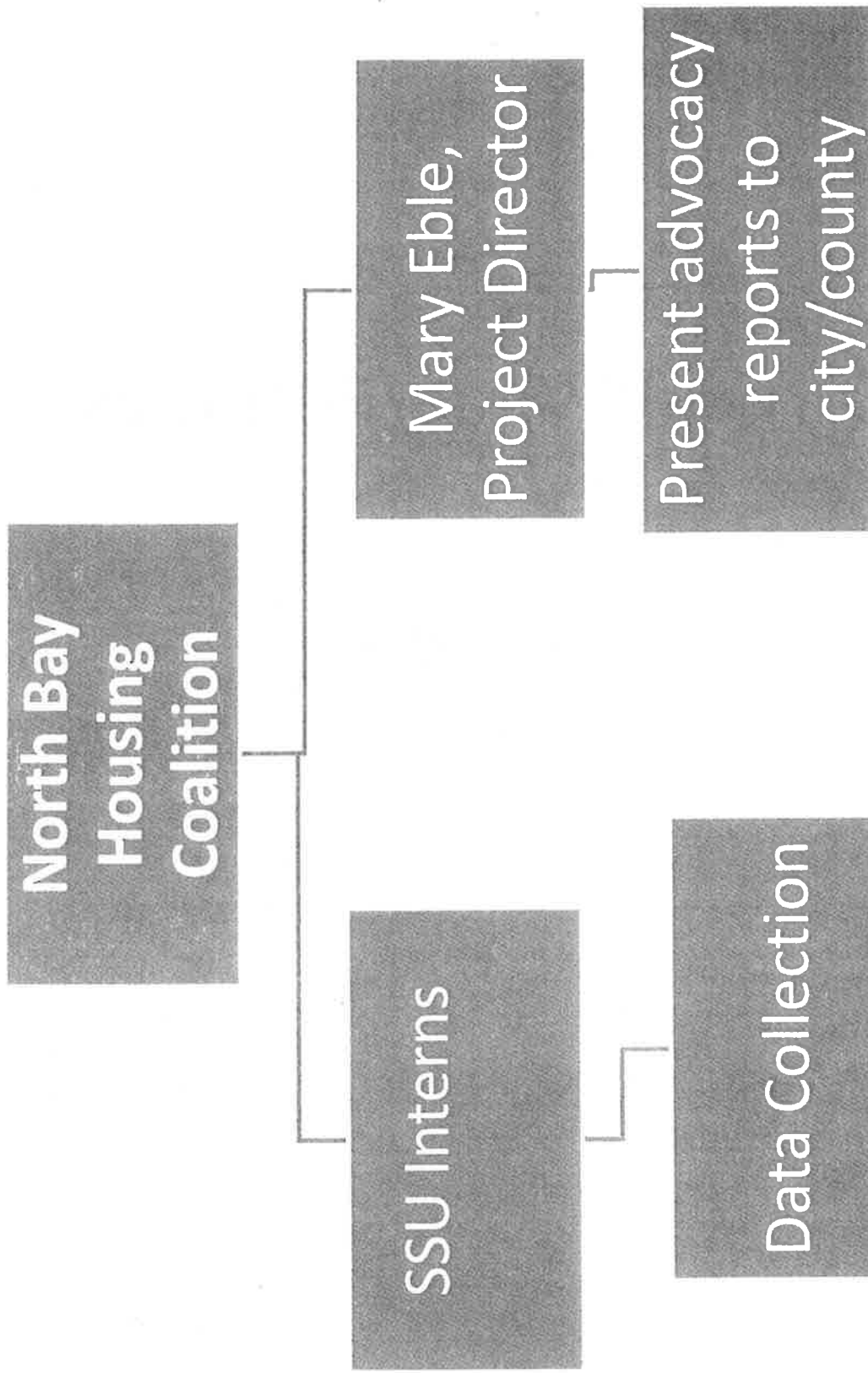
4100 - State Council on Developmental Disabilities
Grant Budget Detail Sheet
October 1, 2013 thru September 30, 2014

Category of Expense	SCDD Grant Funds	Other Funds	Total Project Costs
Salaries and Wages			
1) Mary Eble	\$0	\$2,500	\$2,500
2)	\$0	\$0	\$0
3)	\$0	\$0	\$0
4)	\$0	\$0	\$0
Subtotal Salaries and Wages	\$0	\$2,500	\$2,500
Fringe Benefits	\$0	\$0	\$0
Consultant / Subcontracted Services			
1) Sonoma State University--internship	\$2,500	\$0	\$2,500
2)	\$0	\$0	\$0
3)	\$0	\$0	\$0
Subtotal Consultant / Subcontracted Services	\$2,500	\$0	\$2,500
Travel	\$0	\$0	\$0
Office Supplies	\$0	\$50	\$50
Printing	\$0	\$50	\$50
Space Occupancy / Rent	\$0	\$0	\$0
Equipment	\$0	\$0	\$0
Other Costs (Specify)	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Totals	\$2,500	\$2,600	\$5,100

Continuation of Funding

No future funding will be needed for the data collection
and analysis project.

Organizational Chart



Curricula Vitae/Resumes

Mary Eble, MSSW

Mary Eble, MSSW

EXPERIENCE

June 2001-present North Bay Housing Coalition Napa, CA

Executive Director

Advocate for housing and other needs of persons with disabilities. Meet with persons with developmental disabilities and support network to help them transition into stable and affordable housing; network with other community organizations; work with housing developers to reserve affordable rental units; facilitate housing workshops and meetings; develop and distribute newsletters, brochures, and other materials; write reports and grant proposals; research federal, state, and local housing assistance programs.

2000-2001 Lerner Law Offices San Francisco, CA

Legal-Administrative Assistant

Assist attorneys with preparation of family law cases ranging from divorces, legal separations, and child custody and visitation issues.

2000-2001 As You Sow Foundation San Francisco, CA

Legal –Administrative Assistant

Assist attorneys and staff with enforcements of environmental statutes and corporate accountability campaigns.

1996-1999 Community Partnership El Paso, TX

Community Development Director

Responsible for leadership and supervision of four Community Health Workers; served as liaison between communities, patients of primary health care clinics, and health profession education institutions; developed volunteer health advocate network and health promotion programs; participated in multidisciplinary activities to ensure community involvement; and compiled reports and program data.

1994-1995 Centro de Salud Familiar La Fe El Paso, TX

Graduate Social Work Field Placement

Provided social services to patients of community health clinic; worked with families in preventive child abuse program including assessment of parenting skill and child development; planned and implemented Migrant Health Fair for local farmworkers.

1993-1995 Law Offices of Pat Hammonds El Paso, TX

Family Law Legal Assistant

Maintained contact with clients and opposing counsel; prepared legal pleadings; closely monitored calendar for court and client deadlines; oversaw case activities to ensure proper attention and services provided to clients.

1992-1993 Brayton, Gisvold & Harley Novato, CA

Worker's Compensation Legal Assistant

Managed large asbestos client caseload; interfaced with clients, opposing counsel, insurance claims adjusters, and medical professionals; drafted claim paperwork; prepared for hearings and trials.

1987-1991 Bryan Law Corporation San Francisco, CA

Family Law Legal Assistant/Case Administrator

Prepared discovery and investigation plans; interviewed clients and witnesses; maintained contact with clients, witnesses, and opposing counsel; drafted legal pleadings; prepared for hearings, depositions, and trials; maintained office calendar and client database; monitored case activities for court and client deadlines; assisted senior partner with time and case management.

1988 Bar Association of San Francisco SF, CA

Legal Assistant Volunteer

Worked on the Homeless Advocacy Project in monthly legal clinics; assessed needs of clients; identified and implemented potential legal and social services remedies; assisted clients in application for amnesty under the Immigration Reform and Control Act.

1985-1987 Pacific Gas and Electric San Francisco, CA

Administrative Assistant

Assisted attorneys with Public Utilities Commission filings

1983-1985 Law Offices of Elizabeth Shivell San Jose, CA

Family Law Legal Assistant

Drafted legal pleadings; interviewed witnesses and clients; managed office calendar.

1981-1983 Advent San Jose, CA

Group Home Counselor

Live-in position with boys, ages 10-12 involving 24 hour supervision and counseling; planned daily schedule and activities; participated in staff conferences; provided proper psychological, educational, and social support.

EDUCATION

1993-1996 University of Texas at Austin/El Paso
Master of Science in Social Work

1983-1985 Santa Clara University, Santa Clara, CA
Certificate of Paralegal Studies

1976-1980 California State University at Long Beach
Bachelor of Arts in Psychology

List of Previous Grants

Not applicable—no grants in last two years

Payee Data Record Form

PAYEE DATA RECORD(Required when receiving payment from the State of California in lieu of IRS W-9)
STD. 204 (Rev. 6-2003)

1	INSTRUCTIONS: Complete all information on this form. Sign, date, and return to the State agency (department/office) address shown at the bottom of this page. Prompt return of this fully completed form will prevent delays when processing payments. Information provided in this form will be used by State agencies to prepare Information Returns (1099). See reverse side for more information and Privacy Statement. NOTE: Governmental entities, federal, State, and local (including school districts), are not required to submit this form.														
2	PAYEE'S LEGAL BUSINESS NAME (Type or Print) North Bay Housing Coalition <hr/> <div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> SOLE PROPRIETOR - ENTER NAME AS SHOWN ON SSN (Last, First, M.I.) <hr/> </div> <div style="width: 35%;"> E-MAIL ADDRESS mary@northbayhousing.org </div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> MAILING ADDRESS 1436 Second Street #178 CITY, STATE, ZIP CODE Napa, CA 94559 </div> <div style="width: 45%;"> BUSINESS ADDRESS 25 Executive Court, Suite A CITY, STATE, ZIP CODE Napa, CA 94558 </div> </div>														
3	PAYEE ENTITY TYPE CHECK ONE BOX ONLY	ENTER FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN): 68-0299806 <div style="display: flex; justify-content: space-between;"> <div style="width: 40%;"> <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> ESTATE OR TRUST </div> <div style="width: 55%;"> CORPORATION: <input type="checkbox"/> MEDICAL (e.g., dentistry, psychotherapy, chiropractic, etc.) <input type="checkbox"/> LEGAL (e.g., attorney services) <input type="checkbox"/> EXEMPT (nonprofit) <input checked="" type="checkbox"/> ALL OTHERS </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 40%;"> <input type="checkbox"/> INDIVIDUAL OR SOLE PROPRIETOR ENTER SOCIAL SECURITY NUMBER: </div> <div style="width: 55%; text-align: center;"> <table border="1" style="margin: auto; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table> </div> </div> <p style="text-align: right; font-size: small; margin-top: 5px;">(SSN required by authority of California Revenue and Tax Code Section 18646)</p>													
4	PAYEE RESIDENCY STATUS	<input checked="" type="checkbox"/> California resident - Qualified to do business in California or maintains a permanent place of business in California. <input type="checkbox"/> California nonresident (see reverse side) - Payments to nonresidents for services may be subject to State income tax withholding. <div style="margin-left: 20px;"> <input type="checkbox"/> No services performed in California. <input type="checkbox"/> Copy of Franchise Tax Board waiver of State withholding attached. </div>													
5	<p style="text-align: center;">I hereby certify under penalty of perjury that the information provided on this document is true and correct. Should my residency status change, I will promptly notify the State agency below.</p> <hr/> <div style="display: flex; justify-content: space-between;"> <div style="width: 65%;"> AUTHORIZED PAYEE REPRESENTATIVE'S NAME (Type or Print) Mary Eble </div> <div style="width: 30%;"> TITLE Executive Director </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 40%;"> SIGNATURE </div> <div style="width: 20%;"> DATE 07/24/2013 </div> <div style="width: 35%;"> TELEPHONE (707) 284-7000 </div> </div>														
6	Please return completed form to: Department/Office: _____ Unit/Section: _____ Mailing Address: _____ City/State/Zip: _____ Telephone: (____) _____ Fax: (____) _____ E-mail Address: _____														

Letters of Support

Becoming Independent
Community Housing Sonoma County
Napa Valley Support Services
Pace Solano



24 July 2013

Area 4 Board
236 Georgia Street, Suite 201
Vallejo, CA 94590

RE: North Bay Housing Coalition

Dear Area 4 Board of Directors:

I support funding of the proposal submitted by the North Bay Housing Coalition to complete its housing needs survey and am pleased to write this letter of support.

In my 34 years at Becoming Independent and now as its Chief of Services, I can attest to the tremendous need for affordable housing. We support over 200 people who live in their own home, and many more would love to do the same, but without affordable housing, they cannot afford it.

Advocacy and education with our policymakers is an important component to ensuring that all individuals have the opportunity to live in the community.

Understanding and analyzing these needs is an important tool for NBHC and the entire community to do its work and advocate to our local, state, and federal policymakers.

We support their effort to document the need and desires—to ensure that each consumer has choices in where he/she lives in our community.

Sincerely,

A handwritten signature in cursive script that reads "Lauren Meiklejohn".

Lauren Meiklejohn
Chief of Services
Becoming Independent
1425 Corporate Center Parkway
Santa Rosa, CA 95407

24 July 2013

Area 4 Board
236 Georgia Street, Suite 201
Vallejo, CA 94590

RE: North Bay Housing Coalition

Dear Area 4 Board of Directors:

I support funding of the proposal submitted by the North Bay Housing Coalition to complete its housing needs survey and am pleased to write this letter of support.

As a member of the Sonoma County Planning Commission, I can attest to the importance of advocacy and education with our policymakers to ensure that all individuals with developmental disabilities have the opportunity to live in the community.

I also serve as Executive Director of Community Housing Sonoma County and have worked collaboratively with North Bay Housing Coalition on many occasions. Our agencies share a common goal to create affordable housing.

We support their effort to document the need and desires—to ensure that each consumer has choices in where he/she lives in our community.

Sincerely,



Paula Cook
Executive Director



Napa Valley Support Services

24 July 2013

Area 4 Board
236 Georgia Street, Suite 201
Vallejo, CA 94590

RE: North Bay Housing Coalition

Dear Area 4 Board of Directors:

I support funding of the proposal submitted by the North Bay Housing Coalition to complete its housing needs survey and am pleased to write this letter of support.

Time and time again, I see the need for affordable housing in my capacity as the Executive Director of Napa Valley Support Services. Whether the individuals are in our day program, Brown Street Gallery or employment services, their lives are greatly improved when they have a choice of where they live and who they live with.

Understanding and analyzing these needs is an important tool for NBHC and the entire community in Napa County to do its work and advocate to our local, state, and federal policymakers.

We support their effort to document the need and desires—to ensure that each consumer has choices in where he/she lives in our community.

Sincerely,

Beth Kahiga, MRA
Executive Director

Pace Solano

419 Mason Street, Suite 118
Vacaville, CA 95688
PH: 707 448-2283
Fax: 707 448-6892

24 July 2013

Area 4 Board
236 Georgia Street, Suite 201
Vallejo, CA 94590

RE: North Bay Housing Coaliton

Dear Area 4 Board of Directors:

I reviewed the proposal from the North Bay Housing Coalition to complete its housing needs survey and am pleased to write this letter of support.

As the Executive Director of Pace Solano, I am all too aware that the consumers who come to our sites face a housing crisis. Many continue to live with their family and need to plan for the future. Others need more immediate housing. The needs are as varied as each individual.

Understanding and analyzing these needs is an important tool for NBHC and the entire community in Solano County to do its work and advocate to our local, state, and federal policymakers.

Pace Solano supports the efforts of NBHC to document the need and desires of consumers, ensuring that each individual has choices in where he/she lives in our community.

Sincerely,



Kelley Hanson
Executive Director
Pace Solano

Proposal Checklist

Proposal Checklist

Program Development Grant
Request for Proposal
Federal Fiscal Year 2014 - Cycle 36

In completing this form, the proposer acknowledges that the following items are Included in the proposal, in accordance with the instructions provided in the RFP. This checklist should be included with the proposal package.

Check box below to indicate inclusion in proposal

- ☒ Cover Letter
- ☒ Project Data Sheet
- ☒ Project Narrative (not to exceed 8 pages)
- ☒ Budget Detail Worksheet (including description of identified expenses)
- ☐ Continuation of Funding Letter, if applicable.
- ☒ Organization Chart
- ☒ Curricula Vitae/Resumes and position descriptions, as applicable
- ☐ List of Previous Grants/Awards → no grants in last 2 years.
- ☒ Payee Data Record Form
- ☒ (3) Letters of Support
- ☒ Proposal Checklist



July 25, 2013

Area Board 5
1515 Clay Street, Suite 300
Oakland, CA 94612

To Whom It May Concern-

It is with pleasure that we submit to you Housing Consortium of the East Bay (HCEB)'s proposal for the Cycle 35 CPDG mini grant. Enclosed are the documents required to review our proposal.

HCEB is a 501(c)(3) non-profit organization founded in 1996 whose mission is to create inclusive communities for people with developmental disabilities and other special needs through quality affordable housing in Alameda and Contra Costa Counties. HCEB fulfills this mission developing, acquiring or negotiating affordable housing units; managing a portfolio of small-scale special needs housing; and providing housing outreach & support services. For over 17 years, we have successfully created independent housing opportunities in the community for people with developmental disabilities and serious mental illness whose income and disabilities often limit their housing choices to institutions, living at home, or risk of homelessness.

HCEB's *SB 812 Outreach & Implementation* proposal will ensure that data and guidelines regarding the housing needs and goals of individuals with developmental disabilities in Alameda and Contra Costa counties are included within jurisdictions' upcoming Housing Elements updates through outreach, advocacy and technical assistance. Major activities will include 1) working collaboratively with Area Board 5 and the Regional Center of the East Bay to update the housing need numbers initially established in 2009; and 2) advocating with and on behalf of people with developmental disabilities to ensure that housing need data and guidelines are included within jurisdictions' Housing Element updates per the requirements of SB 812. This exciting opportunity that builds upon past collaborative work between HCEB and Area Board 5 will expand the awareness of housing needs for individuals with developmental disabilities, and will continue to open doors for potential funding to support the creation of new affordable housing.

HCEB is financially capable of supporting the project until such time as the invoices are submitted and reimbursements are received. We have carefully read and understand all the provisions in this RFP and agree to be bound by them. We fully read and reviewed the terms and conditions as stated in the State Contracting Requirements, attached to the RFP, and, that by submitting a response understands that this document represents the agreement that we will be expected to execute if we are successfully awarded a Cycle 35 CPDG from the SCDD.

We look forward to discussing our proposal further with you. If you have any questions regarding our application or need additional material, please contact me at dlounds@hceb.org or at 510-828-6295.

Sincerely,

Darin Lounds, Executive Director

1440 BROADWAY SUITE 700 OAKLAND, CA 94612
Telephone (510) 832-1315 Facsimile (510) 832-1743 www.hceb.org

PROJECT DATA SHEET

1. Applicant Information

Project Number: <i>(Assigned by Council)</i>		
Application Number: <i>(Assigned by Council)</i>		
Project Name <i>(55 characters):</i>	SB 812 Outreach & Implementation	
Organization Name:	Housing Consortium of the East Bay	
Organization Website:	http://www.hceb.org	
Organization Address:	1440 Broadway, Suite 700	
Organization City/State:	Oakland, CA	
Organization Zip Code:	94612	
Taxpayer ID Number:	94-3298156	
Project Period: <i>(Month /Day/Year)</i>	Start Date 11/1/2013	End Date 9/30/2014
Council Member: <i>(Assigned by Council)</i>		
Council Staff: <i>(Assigned by Council)</i>		

2. Project Information

(Choices are: Non-profit, School District, County, Government Corporation, Tribal Government, For-profit, City / Town, State, Special or Regional Authority, State P & A Agency, University Center, or Other)

Type of Applicant:	Non-Profit
Type of Project: <i>(Assigned by Council)</i>	

3. Project Funding Formula

TOTAL PROJECT COSTS	COUNCIL FUNDS	APPLICANT MATCHING FUNDS
\$12,500.00	Amount: \$10,000.00 Percentage:	Amount: \$2,500.00 Percentage:
Grant Type (Poverty or Non-Poverty)	Non-Poverty Area	

4. Contact Information:

Name of Project Director:	Darin Lounds
Title:	Executive Director
Telephone:	(510) 828-6295
Fax:	(510) 832-1743
Email:	dlounds@hceb.org

☒ Check if Same as Project Director

Name of Financial Officer:	
Title:	
Telephone:	
Fax:	
Email:	

5. Signatory Authority:

☒ Check if same as Project Director

Name of Organization Director:	
Title:	
Telephone:	
Fax:	
Email:	
Date:	

Project Outline

- 1. Provide a one paragraph abstract that clearly states the goal and major activities of the proposed project and the impact it will have on people with developmental disabilities.**

The goal of HCEB's *SB 812 Outreach & Implementation* proposal is to ensure that data and guidelines regarding the housing needs and goals of individuals with developmental disabilities in Alameda and Contra Costa counties are included within jurisdictions' upcoming Housing Elements updates through outreach, advocacy and technical assistance. Major activities will include 1) working collaboratively with Area Board 5 and the Regional Center of the East Bay to update the housing need numbers initially established in 2009; and 2) advocating with and on behalf of people with developmental disabilities to ensure that housing need data and guidelines are included within jurisdictions' Housing Element updates per the requirements of SB 812. The impact of this work will be an increased presence of the housing needs of people with developmental disabilities in local housing plans, and the potential to increase funding for affordable housing that is specifically for people with developmental disabilities. It can be replicated and used in other areas, and maximizes the number of jurisdictions that can and will implement the requirements of SB 812.

- 2. Describe your organization's qualifications to implement the proposed project.**

HCEB's mission is to create inclusive communities for individuals with developmental disabilities or other special needs through quality affordable housing in Alameda and Contra Costa counties. For over 17 years, HCEB has connected low-income people with developmental disabilities to housing opportunities, and offered both group and individualized support to create "best fit" housing matches. The services HCEB offers are based on the principles of tenant choice and taking the time to understand an individual's motivations, interests and goals related to housing. These principles will ensure a more productive housing search and greater success in sustaining their housing once it is secured.

HCEB is uniquely qualified to implement the proposed project. We work closely with Area Board 5, the Regional Center of the East Bay and advocacy groups such as People First and the City of Alameda Special Olympics, as well as the housing and planning departments of numerous jurisdictions in the East Bay. Our close working relationships will enable us to get the data we need, synthesize it into data that can be used by jurisdictions, and work with volunteers to attend city meetings to testify on the importance of including this crucial data in their housing plans.

In addition to its mission and history as an advocate and creator of housing for people with developmental disabilities, HCEB has done similar work in the past and understands the

importance and challenges of implementing such a project. From 2008-2010, HCEB collaborated with the Regional Center of the East Bay (RCEB) and Area Board 5 to collect data on the number of people with developmental disabilities in Alameda and Contra Costa Counties, and estimate the number of those individuals who would need independent housing between the years 2009-2014. Area Board 5 and HCEB then advocated to jurisdictions throughout the two counties to include housing needs and goals for people with developmental disabilities. These collaborative efforts were very successful, and resulted in some significant outcomes. For example, as shown on *Attachment B*, HCEB worked closely with and provided technical assistance to the City of Oakland during the City's update to the Housing Element in 2009. We reviewed their draft language and provided data and suggested language to be included in their document. The result is something very close to language that meets the requirements of SB 812.

3. Provide a detailed narrative about the proposed project, including specific information on the methodology to be used and an overview of project activities.

HCEB proposes two areas of focus, in order to meet the 2012-16 State goal to “monitor and influence the housing plans of municipalities to reflect the needs of individuals with developmental disabilities.

The first area of focus is to work with the Regional Center of the East Bay (RCEB) and Area Board 5 to revise the 2009-2014 Housing Need numbers that were created in 2009. As shown in *Attachment A*, HCEB, RCEB and Area Board 5 collected information regarding the number of people in Alameda and Contra Costa Counties who had developmental disabilities, then developed a formula to extract the number of people in need of housing between the years 2009-2014. This chart would be reviewed and revised to reflect information for 2015-2020. A written methodology of how the numbers were estimated will be created, and a document will synthesize the information into something jurisdictions in the East Bay can use to insert into their housing plans.

The second area of focus is to work at a regional and local scale to A) get information out about the SB 812 requirements, and to B) assist local jurisdictions in getting specific information into the housing plans that address the SB 812 requirements. HCEB will collaborate with Area Board 5, East Bay Housing Organizations, volunteer members of the community, and HCEB's Board of Directors to advocate for the inclusion of housing need data and recommended guidelines.

Methodology

HCEB's methodology will be based on the scale of the project and the existing work that was done during the previous Housing Element update period.

The first step in the process will be to collaborate with RCEB and Area Board 5 to update the estimated number of individuals living in Alameda and Contra Costa Counties with developmental disabilities, as defined by the State of California. The estimate will be based

on the number of clients within RCEB's system, then increased based on the current estimates of individuals with developmental disabilities who are connected / not connected with RCEB. Once we estimated the number of individuals with developmental disabilities, we will then review documentation from RCEB and other sources to estimate the housing need, based on age group. The "housing need" may be broken into different components, such as independent community living versus group home, and the methodology for establishing each will be clearly written.

Second, HCEB will work with a number of agencies, organizations and jurisdictions to provide information regarding SB 812 and offer assistance in providing appropriate language. HCEB has already presented SB 812 requirements to the Association of Bay Area Governments (ABAG), which is the comprehensive regional planning agency and Council of Governments for the nine counties and 101 cities and towns of the San Francisco Bay region. HCEB will continue to work with ABAG to ensure that their members are informed of the requirements of SB 812, and have the resources to incorporate the information. In addition, HCEB and volunteers will work with East Bay Housing Organizations (EBHO), the leading affordable housing advocacy coalition serving Alameda and Contra Costa Counties. EBHO advocates for stronger and more meaningful language in Housing Element updates, and often leads a Housing Element committee to review and provide feedback on proposed Housing Elements. HCEB will work with EBHO to disseminate the requirements of SB 812, and send out information that jurisdictions can use to meet those requirements. For example, the housing need data collected by HCEB, RCEB and Area Board 5 can be incorporated into a jurisdiction's Housing Element when discussing local housing needs.

Finally, given the scope of the project, HCEB will seek out members of the developmental disabilities community and HCEB Board members to volunteer on advocacy for incorporating SB 812 into their housing plans. The advocacy efforts will be focused on a limited number of jurisdictions, who will be targeted either because 1) HCEB has an existing working relationship with them, enabling faster, more effective communication; 2) the jurisdiction has expressed a willingness to work with HCEB on this issue; or 3) the jurisdiction is considered "high need" because it has a large representation of individuals with developmental disabilities or is behind in its efforts to meet statewide requirements of the Housing Element within their General Plan. Advocacy will include meeting with local jurisdictions while they are drafting their housing plans and attending local city council or committee meetings that discuss the housing plans, in order to ensure that there is awareness about the requirements of SB 812 and the availability of technical assistance in drafting data and language.

4. What are the major expected accomplishments of the project, and how will successful completion of the project impact people with developmental disabilities?

There are a number of major outcomes that HCEB expects to achieve during the course of the project that will significantly impact people with developmental disabilities. First, we expect to have an updated and increasingly more accurate understanding of the number and

housing needs of individuals with developmental disabilities in the East Bay. Second, we anticipate an increased awareness by jurisdictions of people with developmental disabilities, their housing needs, and what the barriers to independent housing in the community are.

By having data and awareness about the housing needs of people with developmental disabilities, jurisdictions are more likely to consider setting aside funds for housing specifically for the population, thereby increasing housing opportunities. For example, this very process lead to a 19-unit project in Alameda called Jack Capon Villa currently in construction. Through advocacy, awareness, and an understanding of need, the City of Alameda and the Housing Authority of the City of Alameda set aside funds specifically to build and operate affordable housing for people with developmental disabilities. This is the type of success that can be replicated across many jurisdictions in many Area Board catchment areas.

5. Has this proposal been submitted to any other Area Board for potential funding during this cycle? If yes, please list the additional Area Board.

This proposal has not been submitted to any other Area Board for potential funding.

Attachment A:

This chart was created as a result of a collaboration between Regional Center of the East Bay, HCEB, and Area Board 5

HOUSING NEED (INDEPENDENT LIVING) FOR PEOPLE WITH DEVELOPMENTAL DISABILITIES 2009-2014

ALAMEDA COUNTY	Estimated total number of individuals with developmental disabilities, doubling RCEB numbers						Units Needed By 2014	
	Age					Total	Rounded	
	0-14	15-22	23-54	55-65	65-			
Alameda	362	146	232	8	6	754	750	248
Albany	76	38	38	0	2	154	150	52
Berkeley	274	136	238	40	24	712	700	235
Dublin	236	82	140	10	0	468	500	152
Emeryville	28	10	26	4	0	68	100	22
Fremont	1186	354	810	154	60	2564	2500	808
Hayward	994	348	1048	292	116	2796	2800	885
Livermore	378	136	226	24	0	764	800	248
Newark	214	48	134	8	6	410	400	128
Oakland	1876	810	1834	206	48	4776	4800	1578
Piedmont	40	12	2	0	0	54	50	17
Pleasanton	380	104	162	14	14	674	700	210
San Leandro	538	190	474	78	16	1296	1300	418
Union City	420	128	476	64	24	1112	1100	356
Sub-Total	7004	2542	5838	902	316	16602	16650	5354
Ashland	?	?	?	?	?			
Castro Valley	244	120	154	26	14	558	550	184
Cherryland	82	24	166	42	26	340	350	106
San Leandro	538	190	474	78	16	1296	1300	418
Sunol	2	0	0	0	0	2	5	1
Sub-Total	866	334	794	146	56	2196	2205	709
Total, County	7870	2876	6632	1048	372	18798	2205	6063

CONTRA COSTA COUNTY	Estimated total number of individuals with developmental disabilities, doubling RCEB numbers						Est. # of Housing Units Needed	
	Age					Total	Rounded	
	0-14	15-22	23-54	55-65	65-			
Antioch	662	352	542	60	18	1634	1650	550
Brentwood	336	120	120	14	12	602	600	192
Clayton	66	16	20	2	2	106	100	32
Danville	188	70	60	10	2	330	325	106
Concord	614	248	722	104	32	1720	1725	563
El Cerrito	80	24	76	8	2	190	200	61
Hercules	108	82	72	10	0	272	272	96
Knightsen	4	0	2	0	0	6	10	2
Lafayette	110	42	98	26	4	280	300	90
Martinez	160	80	140	30	10	420	425	139
Moraga	48	22	22	2	0	94	100	31
Oakley	182	146	176	4	2	510	525	182
Orinda	54	20	12	0	0	86	100	28
Pinole	62	66	80	12	2	222	225	80
Pittsburg	332	198	276	30	8	844	850	288
Pleasant Hill	164	56	114	4	6	344	350	111
Richmond	480	266	460	60	6	1272	1300	430
San Pablo	224	96	192	26	14	552	550	181
San Ramon	338	108	82	2	8	538	550	169
Walnut Creek	256	114	234	34	8	646	650	213
Sub-Total	4468	2126	3500	438	136	10668	11000	3542
Total, County	4468	2126	3500	438	136	10668	11000	3542

Attachment B: Excerpt from the City of Oakland's 2007-2014 Housing Element

CITY OF OAKLAND
HOUSING ELEMENT 2007-2014

**Table 3-38
Subsidized Senior Housing and Units and Vouchers**

Type of Housing	Number of Units
Subsidized Senior Housing Units (Privately Owned and in Subsidized Family Housing Developments)	4,079
Public Housing Units Occupied by Seniors (OHA)	690
Subtotal Assisted Senior Units	4,769
Seniors with Section 8 Certificates/Vouchers--Head of Household 62+ years (OHA)	2,267
Total Senior Households Receiving Assistance	7,036

Sources: City of Oakland, 2000 Consolidated Plan, and Oakland Housing Authority.

Persons with Disabilities

Persons with disabilities may require living arrangements that meet their specific physical and financial needs, depending on the severity of their disabilities and whether they are affected by a physical, mental, alcohol/drug-related, or a chronic disease handicap. While some individuals require full support services in their residences, others only require modifications to their homes to make their housing units more accessible.

According to the 2000 Census, nearly 21 percent of the population age five and older (84,542 individuals) who live in Oakland reported a disability. As age increases, the incidence of disability increases. Nearly half of the population 65 and older reported having a disability. Persons with disabilities often face limited earning potential due to such factors as the nature of their disabilities, their status as retired seniors, and the reluctance of some employers to hire persons with disabilities. The proportion of the population in Oakland with disabilities is much greater than countywide due to the availability of social services, alternative housing, income support, and relatively lower housing costs than in other central Bay Area locations. These factors create a high demand for housing and services to meet the needs of persons with disabilities.

The State of California's Bay Area Office of the State Council on Developmental Disabilities (Developmental Disabilities Area Board 5) tracks developmentally disabled individuals who are formally registered as consumers with the Regional Center of the East Bay (RCEB). This organization provided the City of Oakland with more specific demographics for the population that they serve in the City. This organization uses the State of California's definition of developmental disability: the population with a lifelong disability caused by a mental or physical impairment manifested prior to the age 18 years and includes conditions such as mental retardation, epilepsy, autism, cerebral palsy or other conditions that require services similar to a person with mental retardation. The RCEB identified Oakland's population and their estimated housing needs during this Housing Element period of 2007 to 2014. A "Need Factor" was inferred based on data collected by the Department of Developmental Services by the State of California and assists with further refining housing needs based on total population counts. Table 3-39 summarizes that need according to age group.

CITY OF OAKLAND
HOUSING ELEMENT 2007-2014

Table 3-39
Oakland Developmentally Disabled Population*

	0-14 years	15-22 years	23-54 years	55-65 years	65+ years	All
Total Population	1,878	810	1,834	206	48	4,776
Regional Center for the East Bay "Need Factor"	25%	50%	35%	25%	20%	
Estimated Housing Unit Need	470	405	642	52	10	1,578

*. State of California Definition: the population with a lifelong disability caused by a mental or physical impairment manifested prior to the age 18 years and includes conditions such as mental retardation, epilepsy, autism, cerebral palsy or other conditions that require services similar to a person with mental retardation.

Among the most urgent needs reported by organizations serving persons with disabilities are independent living units with supportive services; treatment for persons with chemical dependency, mental illness, and chronic illness; and life and job skills training to increase the ability of these individuals to live independently.

A number of public and private organizations provide financial assistance, housing, residential care, and support services to persons with disabilities. However, the number of persons with disabilities in need of assistance is far greater than the availability of assistance. The waiting time to receive this assistance is still very long. Service providers report that there is an urgent need for more housing vouchers with rental assistance for this population. The City's Assisted Housing Inventory identifies 1,069 assisted rental units that are accessible to people with disabilities. There are a number of accessible units in private developments, but many people who have disabilities still find it extremely difficult to locate housing that is either accessible or suitable for adaptation. To address this problem, in new federally funded projects, including those funded with CDBG and HOME funds, at least five percent of all units must be accessible to persons with disabilities.

The City's Assisted Housing Inventory identified 154 permanent housing units in ten developments designated specifically for individuals with mental and physical disabilities, as well as for those individuals with HIV/AIDS. There are also a number of residential care facilities for the mentally disabled scattered throughout the City, serving mostly non-senior adults and children and youths under the age of 25. Over the past several years, additional housing units have been added for persons with disabilities, particularly for persons with HIV/AIDS.

There is a clear need for residential facilities offering HIV/AIDS services, including provision of mental health counseling and support groups, advocacy for legal issues, and assistance in obtaining benefits and paying bills, including medical expenses. Additionally, as the disease progresses, persons with AIDS need additional services, such as help with meals, chores, transportation, child-care, and respite care.

There are also a number of residential alcohol and drug treatment centers, with inpatient and outpatient counseling services. However, according to service providers, the waiting time for admission into these programs is very long, during which time the needs of persons seeking services can become more severe.

CITY OF OAKLAND
HOUSING ELEMENT 2007-2014

Many people with disabilities, particularly those recently released from hospital care, have little or no income. Individuals who receive housing vouchers (Section 8) for rental assistance often find it difficult to locate rental housing for which housing vouchers can be used and property owners willing to participate accept the voucher. In some cases, the rent is above the fair market rent the federal program will cover, creating a gap between the assistance available under the voucher program and the actual rental cost, which must be paid by the voucher holder.

Single-Parent Headed Households

According to the 2000 Census, the City of Oakland has 18,314 single parent households, about the same number as in 1990. Over three-quarters of these households are female-headed. The number of male single-parent households increased by nearly one-third, while the number of female single-parent households decreased by six percent. Although the number of single-father households has increased significantly since 1990, they still comprise less than one-quarter of all single-parent households.

Single-parent householders face constraints in housing due to their lower incomes and the need to access childcare and other support services. It is important that single parent households live close to schools, local services, child-care, and health care facilities because many lack private vehicles. Although the total number of single parent households has remained steady, the extremely high poverty rate among female-headed, single-parent households, suggests that the City will continue to face a need for additional, affordable family housing with access to support services.

Table 3-40 compares the number of single-parent families in 1990 and 2000.

Table 3-40
Single Parent Households with Children under 18

	1990	2000	Change	Percent Change
Male-Headed Households	2,571	3,382	811	32%
Female-Headed Households	15,881	14,932	-949	-6%
Total Single Parent Households	18,452	18,314	-138	-0.7%

Source: U. S. Census Bureau, 1990 and 2000

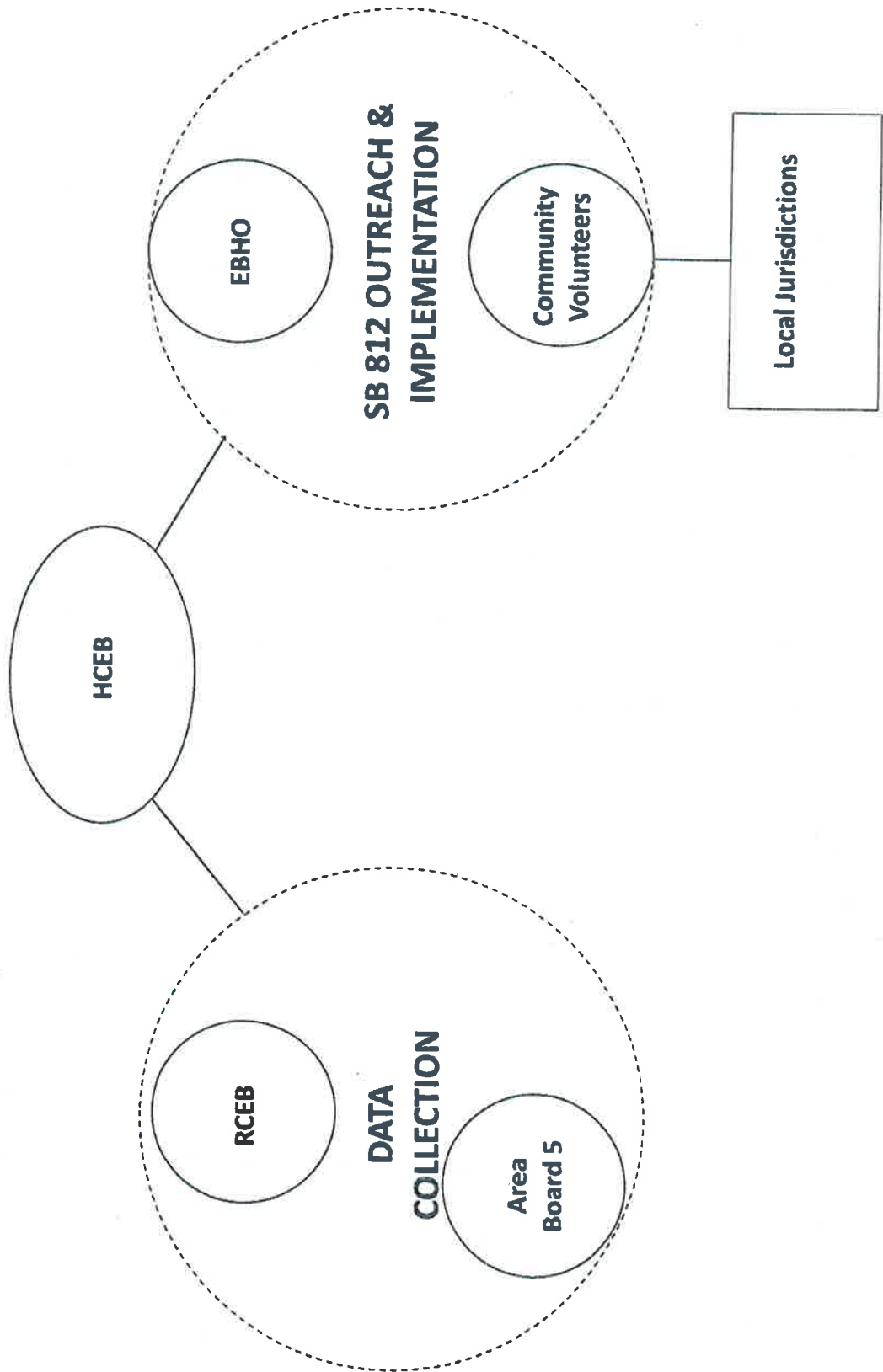
Among single parent households, three percent of male-headed households are living below the poverty line, compared to 27.5 percent of female-headed households (5,178 in 2000). Female-headed households with children still have the highest poverty rates of all population groups. Poverty rates for women with children have not improved significantly in the past decade, and are nearly double that of all families. (A poverty level income for a single parent with two children is about the equivalent to a full-time job at minimum wage.)

Although 2000 Census data indicate that the percentage of households on public assistance (which includes many single mothers) has declined, anecdotal evidence suggests that many of these single parents earn low wages that have not raised their incomes above the poverty level.

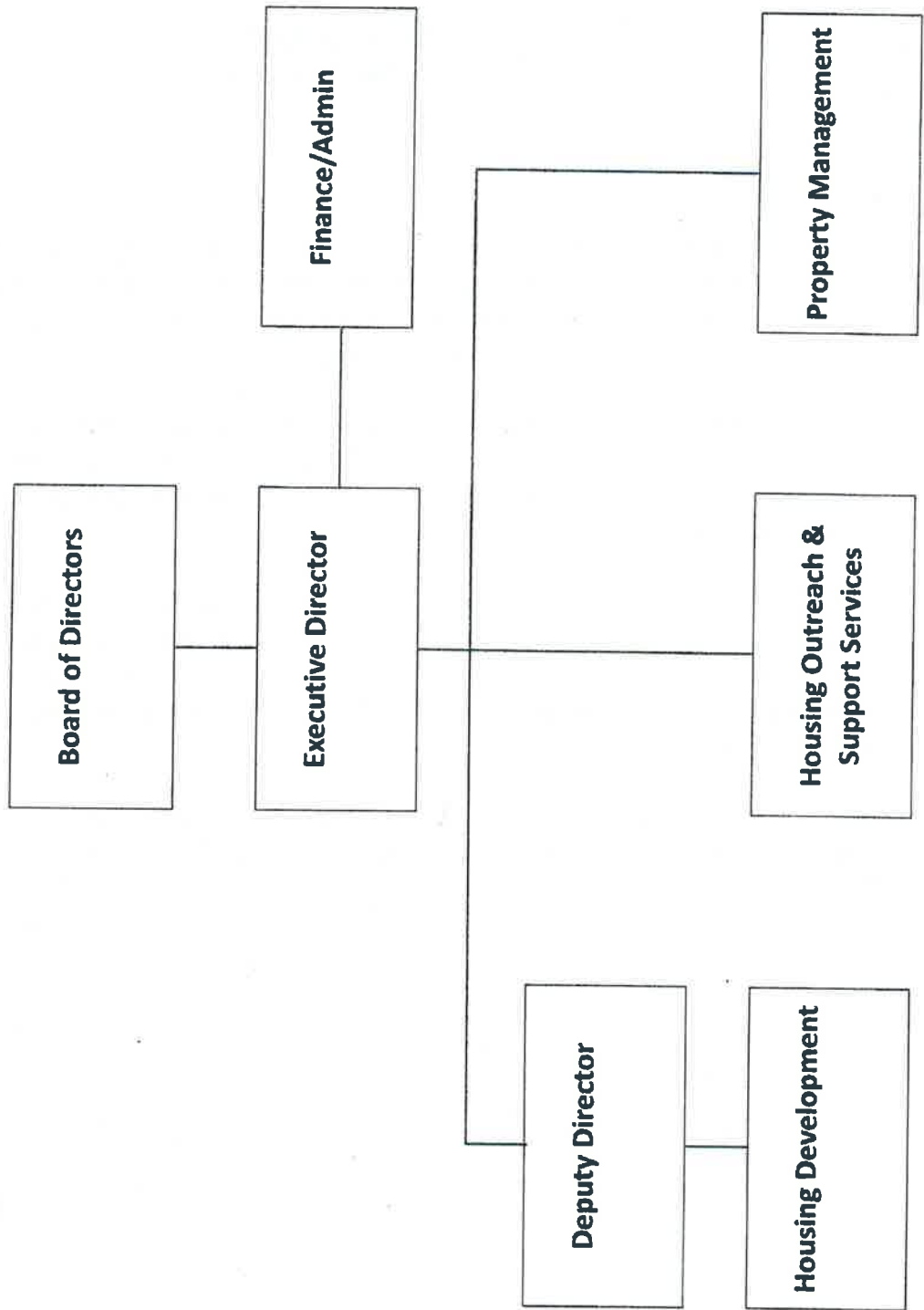
**4100 - State Council on Developmental Disabilities
Grant Budget Detail Sheet
October 1, 2013 thru September 30, 2014**

Category of Expense	SCDD Grant Funds	Other Funds	Total Project Costs
Salaries and Wages			
1) Program Management	\$7,500	\$0	\$7,500
2) Program Assistance	\$2,000	\$2,375	\$4,375
3)	\$0	\$0	\$0
4)	\$0	\$0	\$0
Subtotal Salaries and Wages	\$9,500	\$2,375	\$11,875
Fringe Benefits	\$0	\$0	\$0
Consultant / Subcontracted Services			
1)	\$0	\$0	\$0
2)	\$0	\$0	\$0
3)	\$0	\$0	\$0
Subtotal Consultant / Subcontracted Services	\$0	\$0	\$0
Travel	\$500	\$125	\$625
Office Supplies	\$0	\$0	\$0
Printing	\$0	\$0	\$0
Space Occupancy / Rent	\$0	\$0	\$0
Equipment	\$0	\$0	\$0
Other Costs (Specify)	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Totals	\$10,000	\$2,500	\$12,500

PROJECT ORGANIZATIONAL CHART



ORGANIZATIONAL CHART





**DARIN LOUNDS
EXECUTIVE DIRECTOR**

Darin is the Executive Director of the Housing Consortium of the East Bay (HCEB), an Oakland-based nonprofit with a mission of creating inclusive communities for people with developmental disabilities or other special needs through quality affordable. Darin Lounds brings nearly 20 years of experience in various capacities within the field of supportive housing.

Darin's efforts in supportive housing have focused on developing and sustaining housing for adults with developmental disabilities, homeless adults with serious mental illness and/or substance use, homeless families, and the formerly incarcerated. In all instances, a commitment to Housing First principles has contributed to housing success for these populations.

While at HCEB, Darin has overseen the development and operation several supportive housing properties, including Lincoln Oaks Apartments (LOA) in Fremont, the Bay Area Housing Plan's (BAHP) homes located throughout Alameda and Contra Costa counties, Magnolia Terrace in Emeryville, the Ashland Neighborhood Stabilization homes, as well as tenant support services throughout Alameda and Contra Costa Counties.

For the past decade, Darin has volunteered on several non-profit Boards of Directors and is currently serving the Alameda County Developmental Disabilities Council and East Bay Housing Organizations (EBHO).



BRIANNE STEINHAUSER
DEPUTY DIRECTOR

Brianne joined HCEB as the Project Manager for HCEB in 2008, after eight years of residential and institutional architecture experience, with a focus on affordable housing and sustainable community development. She has worked as a Project Manager in architecture for numerous student housing and affordable multi-family housing projects, spent years as a Designer & Drafter, and spearheaded the LEED certification process of a small community center in Fresno, CA as a LEED Accredited Professional. This experience, along with membership on the Board of Directors of Abode Services, volunteer and personal experience in construction, housing design, and advocacy brings a holistic approach to the development of HCEB's projects and programs.

As Deputy Director, Brianne leads HCEB's efforts in housing development, fund development and program development.

PREVIOUS GRANTS / AWARDS

- The San Francisco Foundation
Project: Core Operating Grant 2013 , \$20,000
Contact: Rafael Morales, Program Fellow, Community Development
rmorales@sff.org, 415.733.8500 x 512
- The San Francisco Foundation
Project: Core Operating Grant 2012, \$20,000
Contact: Rafael Morales, Program Fellow, Community Development
rmorales@sff.org, 415.733.8500 x 512
- Silicon Valley Bank
Project: Operating Funds 2012, \$10,000
Contact: Donna Kelley, Senior Banker
dkelley@svb.com, 925-472-9752
- Tax Credit Allocation Committee
Project: Jack Capon Villa, Alameda, ~\$5.9 million
Contact: William Pavao, Executive Director
wpavao@treasurer.ca.gov, (916) 654-6340
- The Housing Authority of the City of Alameda, Project-Based Section 8 Vouchers
Project: Jack Capon Villa, Alameda, 18 Project-Based Vouchers
Contact: Michael Pucci, Executive Director
mpucci@alamedahsg.org, 510-747-4320
Project is co-developed and co-owned with Satellite Affordable Housing Associates

(Required when receiving payment from the State of California in lieu of IRS W-9)
STD. 204 (Rev. 6-2003)

147



EBHO

EAST BAY HOUSING ORGANIZATIONS

July 24, 2013

Area Board 5
1515 Clay Street, #300
Oakland, CA 94612

Re: Letter of Support for HCEB's "SB 812 Outreach & Implementation" Proposal

To Whom It May Concern-

On behalf of East Bay Housing Organizations (EBHO), I would like to express strong support for HCEB's proposal to influence the housing plans of municipalities to reflect the needs of individuals with developmental disabilities.

Since 1984, EBHO has been the leading affordable housing advocacy coalition serving Alameda and Contra Costa Counties. Our mission is to preserve, protect and expand affordable housing opportunities through education, advocacy and coalition-building. As a membership organization, we include more than 300 organizations and community leaders advocating for affordable housing development and equitable housing policies at the local and regional level. HCEB is a member organization of EBHO, and Executive Director Darin Lounds is currently President of EBHO's Board. HCEB is a strong, qualified and dedicated nonprofit organization whose work creating housing choices for people with developmental disabilities or other special needs is very much needed and well-respected within the East Bay affordable housing community.

HCEB's proposal to work with the local regional center and Area Board to update the housing need for people with developmental disabilities and collaborate with local jurisdictions to meet the requirements of SB 812 will have a great and positive impact on people with developmental disabilities in the East Bay. With accurate information and numbers that reflect the housing need, jurisdictions are better able to evaluate their priorities and gain approval for the development and funding of appropriate housing for this special needs population. Affordable, accessible housing with access to community based services and amenities enable individuals with developmental disabilities and other special needs to live more independently in the community.

Once again, we strongly support their proposal and are willing to collaborate with HCEB to ensure that our local jurisdictions are familiar with SB 812 and have the tools to successfully implement the requirements.

Sincerely,

Amie Fishman,
Executive Director

CITY OF OAKLAND



250 FRANK H. OGAWA PLAZA, SUITE 5313 • OAKLAND, CALIFORNIA 94612-2034

Community and Economic Development Agency
Housing Development

(510) 238-3502
FAX (510) 238-3691
TDD (510) 238-3254

July 19, 2013

State of California
Area Board 5
1515 Clay Street, #300
Oakland, CA 94612

Re: Letter of Support for HCEB's "SB 812 Outreach & Implementation" Proposal

To Whom It May Concern-


On behalf of the City of Oakland's Department of Housing & Community Development (HCD) I would like to express support for the Housing Consortium of the East Bay (HCEB) proposal to influence the housing plans of municipalities to reflect the needs of individuals with developmental disabilities. Our department, in conjunction with the City's Planning Department, is responsible for updating the City's Housing Element, which will need to incorporate the requirements of SB 812. We also use the data and information within the Housing Element to prioritize housing goals and funding proposals within the City, so having accurate and up-to-date information is beneficial to both the City and potential affordable housing developments.

HCD has worked with HCEB for many years through joint advocacy, education and coalition-building efforts to preserve, protect and expand affordable housing opportunities in the East Bay. In 2010, we revised the City's Housing Element, and worked directly with HCEB to incorporate housing need information and guidelines on appropriate housing for individuals with developmental disabilities.

HCD supports HCEB's proposal to: update housing need information for people with developmental disabilities and work with local jurisdictions to inform them about the requirements of SB 812 and offer guidance and language that meets those requirements. This work will be incredibly helpful as Oakland and other jurisdictions update their housing plans in the near future. It will make our own work more accurate and streamlined, and has the potential to impact the City's priorities for funding on future affordable housing development projects.

Once again, we strongly support HCEB's proposal, and look forward to further understanding the housing needs of individuals with developmental disabilities. If you have any questions for City staff, please contact Christia Katz Mulvey, Housing Development Coordinator, at (510) 238-3623.

Sincerely,



NORMA W. THOMPSON,
Housing Development Manager



City of Alameda • California

July 18, 2013

Area Board 5
1515 Clay Street, #300
Oakland, CA 94612

Re: Letter of Support for HCEB's "SB 812 Outreach & Implementation" Proposal

To Whom It May Concern:

This letter is in support of Housing Consortium of the East Bay's (HCEB's) proposal to inform the housing plans of municipalities to ensure that the needs of individuals with developmental disabilities are met. As a diverse and thriving city that is committed to providing housing for all economic segments of the community, implementing the requirements of SB 812 is important. HCEB's expertise and assistance will bring valuable input to the process.

The City of Alameda, and its Housing Authority, have been working directly with HCEB and its development partner since 2010, on a new rental housing community for low-income people with developmental disabilities. Jack Capon Villa will provide 19 units of independent living within a few blocks of the City's thriving commercial and civic center. HCEB is an impactful and dedicated nonprofit organization whose work creating housing opportunities for people with developmental disabilities is very much needed and well-respected.

In order to successfully implement the requirements of SB 812 to meet the housing needs of people with developmental disabilities, the City of Alameda will collaborate with agencies that can educate the community on the measure, and provide the housing needs data and guidance on suitable language. We look forward to working with HCEB in this endeavor.

Once again, we support HCEB's proposal and are willing to collaborate with HCEB to ensure that the City of Alameda is familiar with SB 812 and has the tools to successfully execute the requirements.

Sincerely,

A handwritten signature in blue ink, appearing to read "Debbie Potter", is written over a horizontal line.

Debbie Potter,
Interim Community Development Director

Community Development Department
2263 Santa Clara Avenue, Room 190
Alameda, California 94501-4477
510.747.6800 • Fax 510.865.4053 • TTY 510.522.7538

Proposal Checklist


Program Development Grant
Request for Proposal
Federal Fiscal Year 2014 - Cycle 36

In completing this form, the proposer acknowledges that the following items are included in the proposal, in accordance with the instructions provided in the RFP. This checklist should be included with the proposal package.

Check box below to indicate inclusion in proposal

- ☒ Cover Letter
- ☒ Project Data Sheet
- ☒ Project Narrative (not to exceed 8 pages)
- ☒ Budget Detail Worksheet (including description of identified expenses)
- ☐ Continuation of Funding Letter, if applicable.
- ☒ Organization Chart
- ☒ Curricula Vitae/Resumes and position descriptions, as applicable
- ☒ List of Previous Grants/Awards
- ☒ Payee Data Record Form
- ☒ (3) Letters of Support
- ☒ Proposal Checklist

Application # HCEB **Area Board 5 Mini Grant Score Sheet** Reviewer Donna Adkins

Item	Criteria	Score
Summary of Services	0 Points – Does not describe project 1 Point – Project description is unclear 2 Points – Project is clearly defined	Maximum of 2 Points 2
Experience and Knowledge	0 Points – Does not have enough experience or knowledge 1 Point – Experience and knowledge not clearly defined 2 Points – Experience and knowledge are appropriate and clearly defined	Maximum of 2 Points 2
State Plan Objective(s)	0 Points – Does not identify State Plan Objective or method to determine if project is working. 1 Point – State Plan objective and project goals not clearly defined 2 Points – State Plan objective and method for determining that project is working are clearly defined	Maximum of 2 Points 2
Need for Project	0 Points – Need is not described 1 Point – Need for project not clearly defined 2 Points – Need for project is clearly defined	Maximum of 2 Points 2
Target Audience	0 Point – Target audience not identified. 1 Point – Target audience clearly identified 2 points – Broad target audience identified	Maximum of 2 Points 2
Budget	0 Points – Budget not submitted 1 Point – Budget not realistic or excessive 2 Points – Budget is appropriate for project	Maximum of 2 Points 2
This is a parent or consumer run organization	2 points if yes	2 points 
TOTAL POINTS		Maximum of 14 points

Application # 465B**Area Board 5 Mini Grant Score Sheet**Reviewer D. MILLER

Item	Criteria	Score
Summary of Services	0 Points – Does not describe project 1 Point – Project description is unclear 2 Points – Project is clearly defined	Maximum of 2 Points 2
Experience and Knowledge	0 Points – Does not have enough experience or knowledge 1 Point – Experience and knowledge not clearly defined 2 Points – Experience and knowledge are appropriate and clearly defined	Maximum of 2 Points 2
State Plan Objective(s)	0 Points – Does not identify State Plan Objective or method to determine if project is working. 1 Point – State Plan objective and project goals not clearly defined 2 Points – State Plan objective and method for determining that project is working are clearly defined	Maximum of 2 Points 2
Need for Project	0 Points – Need is not described 1 Point – Need for project not clearly defined 2 Points – Need for project is clearly defined	Maximum of 2 Points 2
Target Audience	0 Point – Target audience not identified. 1 Point – Target audience clearly identified 2 points – Broad target audience identified	Maximum of 2 Points 2
Budget	0 Points – Budget not submitted 1 Point – Budget not realistic or excessive 2 Points – Budget is appropriate for project	Maximum of 2 Points 2
This is a parent or consumer run organization	2 points if yes	2 points <u>0</u>
TOTAL POINTS		Maximum of 14 points

Application # HCEB **Area Board 5 Mini Grant Score Sheet**
 Reviewer P.B. Perls

Item	Criteria	Score
Summary of Services	0 Points – Does not describe project 1 Point – Project description is unclear 2 Points – Project is clearly defined	Maximum of 2 Points 2
Experience and Knowledge	0 Points – Does not have enough experience or knowledge 1 Point – Experience and knowledge not clearly defined 2 Points – Experience and knowledge are appropriate and clearly defined	Maximum of 2 Points 2
State Plan Objective(s)	0 Points – Does not identify State Plan Objective or method to determine if project is working. 1 Point – State Plan objective and project goals not clearly defined 2 Points – State Plan objective and method for determining that project is working are clearly defined	Maximum of 2 Points 2
Need for Project	0 Points – Need is not described 1 Point – Need for project not clearly defined 2 Points – Need for project is clearly defined	Maximum of 2 Points 2
Target Audience	0 Point – Target audience not identified. 1 Point – Target audience clearly identified 2 points – Broad target audience identified	Maximum of 2 Points 2
Budget	0 Points – Budget not submitted 1 Point – Budget not realistic or excessive 2 Points – Budget is appropriate for project	Maximum of 2 Points 2
This is a parent or consumer run organization	2 points if yes	2 points 2
TOTAL POINTS		Maximum of 14 points



State Council on Developmental Disabilities, Area Board 6
2529 W. March Lane Suite 105
Stockton, CA 95207

Dear Members of SCDD Area Board 6,

July 19, 2013

This proposal for the Cycle 36 Community Program Development Grant is for a music therapy program to be implemented in 6 transition programs in San Joaquin County, currently serving students ages 18-22. One-hour music therapy group sessions will be held once a week for a 4 month period at each selected transition program classroom to teach money-handling skills, personal information such as address/phone number, "stranger danger", how to access public transportation, and communicating with emergency services personnel. Services will be provided by board-certified music therapists who have met all requirements set forth by the Certification Board for Music Therapists and adhere to standards of the American Music Therapy Association. Research and past professional experience has shown that music therapy enables people with developmental disabilities and/or special needs, to learn concepts and retain the information. Specifically structured songs and activities will be taught to the students in both a small group setting (money-handling and address/phone number) and large group setting ("stranger danger", public transportation, and emergency services personnel). Along with direct services in the classroom, CDs with the songs will be sent home with the students to reinforce the learning process at home with family members. Those who will use music therapy to learn their address/phone number will also receive a custom CD with songs to teach their specific address/phone number and reinforce what is learned in the classroom. These are all skills necessary for youth to transition into adulthood. The ability for the students to successfully learn this information will decrease the on-going burden on family members and foster independence.

The primary financial costs of this program are in paying for the direct service hours. We are able to cover initial services costs while invoicing is done in arrears and we are able to purchase supplies for reimbursement at a later time.

We have carefully read and understand all the provisions in this RFP and agree to be bound by them. We fully read and reviewed the terms and conditions as stated in the State Contracting Requirements, attached to the RFP, and, that by submitting a response understands that this document represents the agreement that we will be expected to execute if we are successfully awarded a Cycle 35 CPDG from the SCDD.

Sincerely,

Karen Sanchez, MBA, MT-BC #06241
Karen Sanchez, MBA, MT-BC

Director/Founder

1610 N. El Dorado St. Suite 12
Stockton, CA 95204
www.musictherapyservices.com
office: (209) 482-6424. cell: (209) 482-6424

PROJECT DATA SHEET

1. Applicant Information

Project Number: <i>(Assigned by Council)</i>		
Application Number: <i>(Assigned by Council)</i>		
Project Name <i>(55 characters):</i>	Music Therapy for Transitional Life Skills	
Organization Name:	In Harmony Music Therapy Services	
Organization Website:	www.musictherapyservices.com	
Organization Address:	1610 N. El Dorado St Suite 12	
Organization City/State:	Stockton/CA	
Organization Zip Code:	95204	
Taxpayer ID Number:	20-1297577	
Project Period: <i>(Month /Day/Year)</i>	Start Date 10/1/2013	End Date 9/30/2014
Council Member: <i>(Assigned by Council)</i>		
Council Staff: <i>(Assigned by Council)</i>		

2. Project Information

(Choices are: Non-profit, School District, County, Government Corporation, Tribal Government, For-profit, City / Town, State, Special or Regional Authority, State P & A Agency, University Center, or Other)

Type of Applicant:	For-Profit
Type of Project: <i>(Assigned by Council)</i>	

3. Project Funding Formula

TOTAL PROJECT COSTS	COUNCIL FUNDS	APPLICANT MATCHING FUNDS
\$11,000.00	Amount: \$9,900.00 Percentage: 90.00%	Amount: \$1,100.00 Percentage: 10.00%
Grant Type (Poverty or Non-Poverty)	Poverty Area	

4. Contact Information:

Name of Project Director:	Karen Sanchez
Title:	Director
Telephone:	(209) 482-6424
Fax:	(866) 256-0351
Email:	ksanchez@musictherapyservices.com

☒ Check if Same as Project Director

Name of Financial Officer:	Karen Sanchez
Title:	Director
Telephone:	(209) 482-6424
Fax:	(866) 256-0351
Email:	ksanchez@musictherapyservices.com

5. Signatory Authority:

☒ Check if same as Project Director

Name of Organization Director:	Karen Sanchez
Title:	Director
Telephone:	(209) 482-6424
Fax:	(866) 256-0351
Email:	ksanchez@musictherapyservices.com
Date:	07/19/2013

Project Narrative

Abstract:

The goal of the music therapy program is to teach life skills to students, ages 18-22, in the young adult special education transition programs, so that they may transition safely into adulthood. Music therapy has been a successful technique in teaching concepts to people with developmental disabilities, increasing effectiveness of information retention and generalization of the learned skills into everyday life. A weekly one-hour music therapy group session over the course of 4 months per selected transition program, will be specifically designed to teach money-handling, address/phone number, "stranger danger", accessing public transportation, and interacting with emergency personnel using structured song compositions and music activities. Data will be taken for measurable outcomes as part of implementation. The secondary goal is to also provide support to families of these students in helping them reinforce the lessons at home. CDs of the songs will be sent home with each participant as well as a custom CD containing songs to teach a specific address/phone number to those who need to learn their personal information. The family can sing and/or listen to the songs together, aiding with generalization of concepts from the classroom into the home and community. This process can also assist with bonding/family cohesion, and strengthening family relationships at home.

Qualifications:

All music therapists employed by In Harmony Music Therapy Services (IHMTS) have completed an American Music Therapy Association (AMTA) approved university degree program in music therapy and have met all certification requirements through the Certification Board for Music Therapists (CBMT) to earn the nationally recognized music therapist-board certified (MT-BC) credential. All employed therapists work extensively with children and adults with developmental disabilities through their educational careers and in current clinical work. IHMTS has been providing services to the community for 11 years in adult day programs, early intervention settings, and school-age settings with the developmental disabilities population in both group and individual sessions.

Collaboration:

The music therapy services specifically will not be provided in collaboration with any other entities, however, we will be implementing the programs in the young adult transition program classrooms. This will necessitate cooperation of the teachers and the school districts where the services will take place. Currently there are several classes in Stockton Unified School District, Lincoln Unified School District, Lodi Unified School District, and through San Joaquin County Office of Education and we are going to be selecting 6 classes out of these school districts to participate in the music therapy program.

Methodology:

In music therapy, music is used as a tool for assessment, intervention, and evaluation of specific goal areas. The teacher can help identify which students require help in which specific goal areas. Data is taken to determine whether or not the current interventions are effective. Music therapy activities may include singing, instrument play, peer-interaction music activities, and song-writing. For this specific program, singing will be the primary format for teaching the concepts to the students. The music therapist will sing specifically designed songs within a chord/melodic structure that encourages learning so that when the music is removed as the teaching tool, the concepts will be retained. Music-based activities will be lively and upbeat to keep focus and make the sessions fun.

Music therapy will be implemented in both a large group and then a small group, led by one staff music-therapist assigned per class. Per direct service hour, the rate also includes any time needed for outside preparation and documentation. The first half of each session will include a majority of students in the classroom in order to teach the more general concepts of "stranger danger", access/interaction with emergency services personnel, and using public transportation. This will include singing with role playing. The second half of each session will be a smaller group of no more than 8 assigned weekly attendees who specifically need to work on money-handling skills and/or learning of their personal information as this requires more detail and attention from the music therapist. CDs will also be created for the students to take home and listen to the songs with their family. Those requiring customized songs to learn their address/phone number will have an additional CD to take home and reinforce what is taught during the music therapy session.

The project is consistent with the Council's mission to assist youth and their families transition into adulthood because these skills are necessary to succeed outside of the classroom and home environments. Being able to achieve these goals also results in a lesser burden on the family as the student will be more independent and less dependent on family members to help maneuver within the community. This project also addresses the other goal of positive interaction between people with developmental disabilities and emergency services personnel. If the students are able to express their needs clearly without anxiety, then emergency services personnel will be able to better help them in their time of need.

This will be implemented into the transition programs with young adult special education students with developmental disabilities (ages 18-22) because these goals align with their current educational program goals. Students in these classes are generally learning in a more community-based environment and are already preparing to transition into adult services such as day programs and possibly independent-living.

Music crosses all boundaries and everyone regardless of income level or ethnicity feels connected to some type of music. Because music elevates mood, it also

increases positive social interactions between peers as they enjoy the music activities together. "Research supports the use of music to structure and organize information in order to increase learning and retention of number concepts. Sequential verbal information, such as telephone numbers and multiplication tables, set to melodic and rhythmic patterns are more effectively memorized and recalled than through non-music presentation (American Music Therapy Association, 2013)":

Claussen, D., & Thaut, M. (1997). Music as a mnemonic device for children with learning disabilities. *Canadian Journal of Music Therapy*, 5, 55–66.

Peterson, D. A., Thaut, M. H., Sena, K. M., O'Shea, G., & McIntosh, G. C. (2005). Music modulates neural network synchronizations in verbal learning. *Proceedings Society for Neuroscience*. 192.20.

Thaut, M. H., Peterson, D. A., & McIntosh, G. C. (2005). Temporal entrainment of cognitive function: Musical mnemonics induce brain plasticity and oscillatory synchrony in neural networks underlying memory. *Annals of the New York Academy of Sciences*, 1060, 243–254.

Wolfe, D., & Hom, C. (1993). Use of melodies as structural prompts for learning and retention of sequential verbal information by preschool students. *Journal of Music Therapy*, 30(2), 100–118.

San Joaquin County is in a federally identified poverty area and this program will help students regardless of individual poverty status. The students will be the participants in the music therapy activities in order to address the following goal areas and accompanying objectives.

Outcomes & Evaluation:

The major expected outcomes for this project is a 75% success rate in learning the skills outlined in the goal areas below. Achieving this level of accuracy indicates a higher probability of success when performing activities in the community and on a more independent level. Outcomes will be evaluated by simple tally of % accuracy in performing each task when called upon individually within the group setting through the duration of the program. Data can easily be tracked digitally on an iPad for accurate calculations. Final outcomes will also be recorded on the final day of the program for each specific transitional classroom.

Goal Area #1: Music therapy will be used to teach money-handling skills.

Objective #1: *Using singing of a specific song, the student will identify the name of coins with 75% accuracy.*

Objective #2: *Using singing of a specific song, the student will identify the order of counting coins (quarter, dime, nickel, penny) with 75% accuracy.*

Objective #3: Using singing of a specific song, the student will identify coin value with 75% accuracy.

Objective #4: Using singing of a specific song, the student will demonstrate the number of quarters in a dollar with 75% accuracy.

Objective #5: Using singing of a specific song, the student will count by tens with 75% accuracy.

Objective #6: Using singing of a specific song, the student will count by fives with 75% accuracy.

Objective #7: Using singing of a specific song, the student will pay for an object using exact "dollars only" amount with 75% accuracy.

Objective #8: Using singing of a specific song, the student will pay for an object using exact "cents only" amount with 75% accuracy.

Objective #9: Using singing of a specific song, the student will pay for an object using exact "dollars and cents" amount with 75% accuracy.

Objective #10: Using singing of a specific song, the student will pay for an object using the "next dollar up" and wait for change with 75% accuracy.

Goal Area #2: Music therapy will be used to teach personal information (address and phone number).

Objective #1: Using a custom composed song, the student will state his address from memory with 75% accuracy.

Objective #2: Using a custom composed song, the student will state his phone number from memory with 75% accuracy.

Objective #3 (as needed): Using singing of a specific song, the student will answer the question "What's your name?" with 75% success.

Goal Area #3: Music therapy will be used to teach the concept of "stranger danger".

Objective #1: Using singing and a music activity, the student will state how to identify a stranger with 75% accuracy.

Objective #2: Using singing and a music activity, the student will identify inappropriate stranger behaviors with 75% accuracy.

Objective #3: Using singing and a music activity, the student will state what to do if approached inappropriately by a stranger with 75% accuracy.

Goal Area #4: Music therapy will be used to teach proper access/interaction with emergency services personnel.

Objective #1: *Using a specific song, the student will state how to dial 9-1-1 on a telephone with 75% accuracy.*

Objective #2: *Using a song activity, the student will state how to tell an emergency services worker he/she needs help with 75% accuracy.*

Objective #3: *Using a song activity, the student will state how to tell an emergency services worker that someone needs help with 75% accuracy.*

Objective #3: *Using a song activity, the student will answer the question "Are you okay?" successfully and identify feelings of pain when necessary with 75% accuracy.*

Goal Area #5: Music therapy will be used to teach how to access public transportation

Objective #1: *Using singing of a specific song, the student will identify the steps to getting on a bus with 75% accuracy.*

Objective #2: *Using singing of a specific song, the student will state how to ask the bus driver if he/she is on the correct bus with 75% accuracy.*

Objective #3: *Using singing of a specific song during a music activity and visual aids, the student will identify the correct bus routes to go to specific locations with 75% accuracy.*

With the program implemented into 6 different transitional program classrooms, there is an estimate of 150-180 young adults with developmental disabilities who would be able to participate in the music therapy sessions and receive direct benefits. This will be dependent upon class sizes. Approximately 300-600 family members of the students served would also benefit indirectly from the music therapy sessions as they incorporate learning the songs into their homes to reinforce the student's greater independence. There will be a packet to accompany each CD that goes home. The number of family members served is dependent upon the number of family members in each student's home. An estimated 12-18 teachers/staff will benefit from the project as they can learn the songs along with their students and use the music therapy session time to do more preparation/planning for other classroom activities. Also, the community-at-large will benefit from this program because these youth with developmental disabilities will be able to more effectively communicate their needs to others.

Following completion of the grant, it would be ideal for the activities to continue on a smaller scale at multiple locations via funding for related services through each

students Individual Education Plan (IEP). Music therapy is currently not being utilized to address these life skills which are also usually found as goals on the IEP. According to the Individuals with Disabilities Education Act (IDEA), music therapy can be used as a related service to address IEP goals, which are not being reached successfully through other methods. Unfortunately, we do not have current verification that funding will continue at this time though requests for letters have been sent out. Many school district administrators appear to be out of the office because of summer break. The plan is for the success of the program to speak for itself and the cost-effectiveness of using music therapy in addressing these specific types of life skills goal areas will be clear. Also, CDs of customized songs can always be created for purchase following the grant conclusion.

4100 - State Council on Developmental Disabilities
Grant Budget Detail Sheet
October 1, 2013 thru September 30, 2014

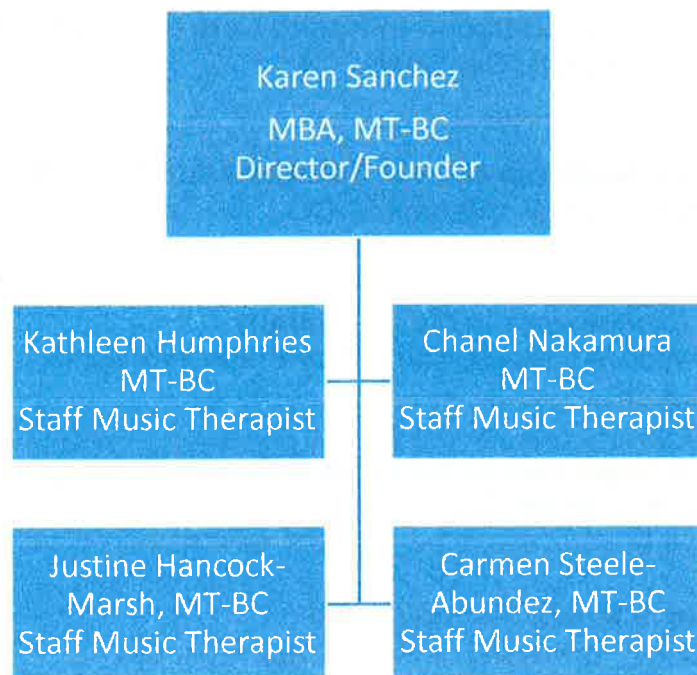
Music Therapy for Transitional Life Skills

Category of Expense	SCDD Grant Funds	Other Funds	Total Project Costs
Salaries and Wages			
1) Total music therapist(s) direct service hours (to be assigned dependent upon availability/schedule)	\$9,500	\$1,100	\$10,600
2) Karen Sanchez, MBA, MT-BC	\$0	\$0	\$0
3) Chanel Nakamura, MT-BC	\$0	\$0	\$0
4) Kathleen Humphries, MT-BC	\$0	\$0	\$0
Subtotal Salaries and Wages	\$9,500	\$1,100	\$10,600
Fringe Benefits	\$0	\$0	\$0
Consultant / Subcontracted Services			
1)	\$0	\$0	\$0
2)	\$0	\$0	\$0
3)	\$0	\$0	\$0
Subtotal Consultant / Subcontracted Services	\$0	\$0	\$0
Travel	\$0	\$0	\$0
Office Supplies	\$300	\$0	\$300
Printing	\$100	\$0	\$100
Space Occupancy / Rent	\$0	\$0	\$0
Equipment	\$0	\$0	\$0
Other Costs (Specify)	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Totals	\$9,900	\$1,100	\$11,000

This project currently does not have verification of continuation of funding. It has been difficult reaching school district administration staff due to summer vacation. However, this project is a pilot program to expose teachers and staff to the benefits of music therapy. According to the Individuals with Disabilities Education Act (IDEA) music therapy can be used as a related service on a student's Individual Education Plan (IEP) and is also a cost-effective therapy services which can be utilized in individual and group settings. In the local school districts, music therapy is currently not being utilized as a related service on students' IEPs. The hope is that the viewed success of this project will allow for it to be utilized in the future by students who need music therapy to succeed in his/her education.



Music Therapy for Transitional Life Skills Organizational Chart



1610 N. El Dorado St. Suite 12

Stockton, CA 95204

Main: (209) 910-3383

Cell: (209) 482-6424

www.musictherapyservices.com

Curriculum Vitae

Karen Rae Sanchez, MBA, MT-BC

446 West Mariposa Ave
Stockton, CA 95204
ksanchez@musictherapyservices.com
www.musictherapyservices.com
(209) 482-6424

Education:

Doctor of Psychology in Clinical Psychology, (enrolled, starting October 2013)
Capella University, Minneapolis, MN.

Master of Business Administration in Health Care Management, 2012
Jones International University, Centennial, CO.
GPA 3.67

Master of Business Administration in Entrepreneurship, 2009
Jones International University, Centennial, CO.
GPA: 3.71

Partial Graduate Coursework in Music Therapy
Saint-Mary-of-the-Woods College, Saint-Mary-of-the-Woods, IN
Coursework GPA: 3.78

Partial Graduate Coursework in Marriage & Family Therapy
University of Phoenix, Lathrop, CA
Coursework GPA: 4.0

Bachelor of Music in Music Therapy, 2000
Conservatory of Music, University of Pacific, Stockton, CA
Magna cum laude, GPA: 3.77
Minor Degree: Speech & Language Pathology

High School Diploma, 1996
Vallejo Senior High School, Vallejo, CA
Class Salutatorian, GPA 4.47

Certifications:

- Music Therapist- Board Certified, Certification Board for Music Therapists, 2001, 2007(r), 2012(r)
- Crisis Prevention Institute (CPI) Non-Violent Crisis Intervention Certified Instructor, 2010
- Allied Health Profession Credential- Sutter Health Foundation, Sacramento, CA 2002-2009

- Vendor- Valley Mountain Regional Center, Stockton, CA 2002-2009
- Bereavement Training Certificate- Hospice of San Joaquin, Stockton, CA 2000

Honors and Awards:

- University of the Pacific, Pacific Alumni Association/Career Resource Center, Service Award, 2006
- University of Phoenix, Ten Years of Pride Scholarship Recipient, 2003
- Mu Phi Epsilon Laverne Jackson Music Therapy Internship Scholarship Recipient, 2000
- Western Region Chapter, American Music Therapy Association, Inc. Intern Scholarship, 2000

Experience:

Director/Founder, Music Therapist, 2002-present

In Harmony Music Therapy Services, Stockton, CA

- Development, implementation, and maintenance of all programs and contracts
- Recruiting/hiring of employees, training/supervision/mentoring of music therapists and University of the Pacific music therapy practicum students
- Marketing and presentations to potential clients and target market groups
- Lead support groups, serve as guest speaker for organizations
- Scheduling, payroll, purchasing, accounts payable/receivables, company budget
- Grant-writing, community demographic analysis
- Collaboration with interdisciplinary team and families for plan of care
- Provide direct music therapy services to clients on-site and in clinic
- Document review/maintenance/production for compliance with state/facility standards of care
- Ensuring HIPAA/Title 17 compliance for employees and agency
- Web-site development and maintenance

Current/Past Programs Developed and/or Maintained:

- United Cerebral Palsy- Connections Family Center (In Development), Modesto, CA
- The Taylor Family Foundation- Music At Camp, Livermore, CA
- San Joaquin County Office of Education-Early Intervention/Parent Support Music Groups, Manteca, CA
- Hospice of San Joaquin- Kids Korner, Stockton, CA
- Hospice of San Joaquin- Camp Caterpillar, Stockton, CA
- My Friends Special Needs Day Care, Stockton, CA
- Family Resource Network- "Tikes & Tunes" & "Preschool Posse" Parent Support Groups, Stockton, CA
- Down Syndrome Connection, Modesto, CA
- Memorial Hospital Oncology Unit, Modesto, CA
- Service 1st of N. CA- Options Learning Center, Stockton, CA
- UC Davis Children's Hospital, Sacramento, CA
- Shriners Hospital for Children, Sacramento, CA
- Sutter Memorial Hospital Pediatrics, Sacramento, CA
- Sutter Senior Care, Sacramento, CA

- Happy Talkers Speech/Language Programs, Pleasanton, CA
- Pride Industries, Sacramento, CA
- Valley Mountain Regional Center Children's Unit, San Joaquin County, CA
- Somerford Place Assisted Living, Stockton, CA
- Brighter Futures Therapeutic Learning Center, Modesto, CA
- Modesto City Schools, Modesto, CA
- City of Stockton Parks & Recreation, "Tikes & Tunes", Stockton, CA
- Easter Seals, Stockton, CA
- Other individual music therapy clients/music students

Program Recruiter/Trainer, January 2010-April 2011

California MENTOR Family Home Agency

7474 Shoreline Drive Suite 2, Stockton, CA 95219

- Recruitment of Host Home Providers for adults with intellectual/developmental disabilities
 - Doubled recruitment of Host Home Providers in one year
- Case management
- Quality Assurance (Host Home Studies/Mentor psychosocial interviews)
- Understanding/Populating Key Indicators
- Knowledge of Mentor Network Operating Procedures
- Creating tools for increased efficiency of Program Manager/Program Coordinators
- Marketing/Advertising/Community Outreach
 - Creation of FY11 Recruiter Marketing Plan
- Trainer for Host Home Providers Certification Classes and Staff Training/Continuing Education
 - Skill Development
 - Crisis Prevention Institute: Non-Violent Crisis Intervention
 - Medication Administration
 - Time Management Staff Training
- Creating/Maintaining Budgets, evaluation of productivity/cost-effectiveness of marketing strategies

Rehabilitation Therapist, 2000-2002

Psychiatric Rehabilitation Therapist Assistant, 1999-2000

San Joaquin County Mental Health, Psychiatric Health Facility, Stockton, CA

- Planned and implemented group therapy for adult psychiatric patients-5150
 - Stress Management, Discharge Planning, Music Therapy, Exercise, Relaxation, Art Therapy, Recreation Therapy, Current Events, Personal Care
- Collaboration with psychiatrist, social work, and staff for patient plan of care
- Provided 1:1 medication education sessions with patients
- Charting/documentation of patient assessments and progress
- Practicum Student in Mental Health Day Treatment Program (2000)

Music Therapy Intern/Clinical Training, 2001

UC Davis Children's Hospital, Sacramento, CA

- Provided bedside/group music therapy sessions for hospitalized children/teens
- Collaboration with nursing, therapists, and Child Life staff

Music Works Music Therapy Services, Sacramento, CA

Programs Serviced:

- Shriners Hospital for Children, Sacramento, CA
- Southside Art Center, Sacramento, CA
- Sutter Senior Care, Sacramento, CA

Skills:

- Bilingual in conversational Spanish
- Management of employees and staff
- Project development and implementation
- Accounting/financial management, budgeting, bookkeeping
- Marketing/Program development and maintenance, including social media
- Public speaking and group training/presentations
- Quantifying qualitative outcomes
- Creating compliant documentation and data collection tools
- Statistical analysis of demographics/prevalence of diseases or disorders
- Work well independently and in collaboration with a multi-disciplinary team in healthcare/social services
- ImageCafe Web Design
- Proficient/Advanced in MS Office and QuickBooks

Professional Associations:

American Music Therapy Association

Western Region Chapter- Government Relations CA State Task Force, 2013

Western Region Chapter- Treasurer, 2003-2005, 2005-2007

- Developed, presented, and maintained annual budget and accounts for non-profit association serving membership in CA, AZ, UT, OR, WA, HI, NV, ID, and AK

Western Region Chapter- Student President, 1999-2001

Student Affairs Advisory Board Representative, 1999-2001

Pacific Music Therapy Association, University of the Pacific

President, 1999-2000

Phi Kappa Phi, National Honor Society

Student Vice-President, 1999-2000

Mu Phi Epsilon, National Music Fraternity

Mu Eta Chapter Vice-President, 1999-2000

Mu Eta Chapter Treasurer, 1998-1999

Alpha Kappa Lambda, Freshman Honors Fraternity, 1996-1997

Presentations:

- *Using Music for Growth & Development*. Staff In-Service, United Cerebral Palsy, Stockton, CA. 2013.
- *Music for Wellness & Self-Care*. Live Well, Be Well Program, Kaiser Permanente, Central Valley, CA 2013.
- *Pediatric Palliative Care Panel*. George Mark House, Child Life Network, San Leandro, CA, 2012.
- *Finding Harmony Amidst Grief and Loss*. Kaiser Permanente, Child Life Network Annual Conference, Roseville, CA, 2011.
- *Music Therapy: Song for the Soul*. Memorial Medical Center, Healing Journey Series, Modesto, CA, 2006.
- *Music for Relaxation*. Family Resource Network, Mother's Retreat, Stockton, CA, 2006
- *Music Therapy*. Memorial Medical Center, Cancer Report TV Health Series, Modesto, CA, 2005.
- *Put Your Life In Harmony*. Memorial Medical Center, Healing Journey Series, Modesto, CA, 2005.
- *The Search for Harmony: Music as a Guide for Strength, Growth and Wellness*. Memorial Medical Center, Cancer Survivor's Celebrate Life, Modesto, CA, 2005.
- *Music Therapy and Pediatrics*. National Youth Leadership Conference, Sacramento, CA, 2004.
- *Perfect Harmony: Music Therapy and Sensory Integration*. Brighter Futures Therapeutic Learning Center, Modesto, CA, 2004.
- *A Life in Harmony: Using Music as a Tool for Growth*. California Early Start Symposium, Modesto, CA, 2004.
- *Music Therapy and Early Intervention*. Walton Special Center, Stockton, CA, 2003
- *Collaboration and Co-Treatment in Music Therapy*. University of Pacific, Stockton, CA, 2003.
- *Music Therapy and Children with Special Needs*. Family Resource Network, Stockton, CA, 2003.
- *Music Therapy and Children with Special Needs*. Valley Mountain Regional Center, Stockton, CA, 2003.
- *Music Therapy and Special Education*. Walton Special Center, Stockton, CA, 2003.
- *Music Therapy and Autism*. California State University Hayward Speech/Language Clinic, Hayward, CA, 2003.
- *Music Therapy in Pediatrics*. UC Davis Children's Hospital, Sacramento, CA, 2001.
- *Students, Make AMTA Work for You*. Western Region Chapter, American Music Therapy Association Conference, Irvine, CA, 2000.

Publications:

Sanchez, Karen Rae (2008). Response to "Intentional leadership: Growth, Empowerment, and High-Heeled Shoes" by Andeline Dos Santos [Contribution to Moderated Discussions] *Voices: A World Forum for Music Therapy*. Retrieved February 16, 2009, from http://www.voices.no/discussions/discm66_02.html

Additional Training/Institutes:

- GIM: Personal Journey through Music and Imagery, Level I Training. Stockton, CA, 2004
- Music Therapy and Reimbursement. Minneapolis, MN, 2003
- Innovative Business Strategies in the Music Therapy Marketplace. Atlanta, GA, 2002

Conferences Attended:**American Music Therapy Association:**

- Orlando, Florida, 2005
- Minneapolis, Minnesota, 2003
- Atlanta, Georgia, 2002
- Pasadena, California, 2001
- St. Louis, Missouri, 2000
- Cleveland, Ohio, 1998

World Congress of Music Therapy:

- Washington, D.C., 1999

National Association for Music Therapy:

- Los Angeles, CA, 1997

Western Region Chapter, American Music Therapy Association:

- Scottsdale, Arizona, 2013
- Anaheim, California, 2006
- Sacramento, California, 2005
- Scottsdale, Arizona, 2004
- San Diego, California, 2003 Reno, Nevada
- 2001 Irvine, California, 2000
- San Jose, California, 1999

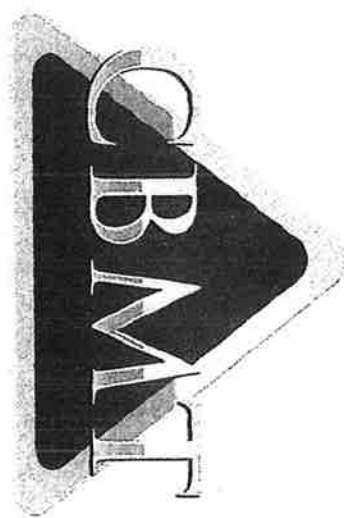
Western Region Chapter, National Association for Music Therapy:

- Mesa, Arizona, 1998

Community Involvement:

- Cathedral of the Annunciation School, Science Docent Coordinator, Choir accompanist, PTO Special Events Committee, Stockton, CA, 2011-present
- Cathedral of the Annunciation/Diocese of Stockton, Music Ministry, Stockton, CA, 2002-present
- Cathedral of the Annunciation, Filipino-American Community, Secretary, Stockton, CA, 2006-2007
- Cathedral of the Annunciation, Vacation Bible School, Music Leader, Stockton, CA, 2006
- Youth Soccer Team Parent/Manager, 2005-present

References available upon request



THE CERTIFICATION BOARD
FOR MUSIC THERAPISTS

in recognition of professional competence in clinical music therapy and
having met the standards established by The Certification Board for Music Therapists

Karen R. Sanchez

has been granted the credential of

MUSIC THERAPIST – BOARD CERTIFIED

this 18th day of July in the year 2001.

In witness whereof, under the seal of this Board, the signatures of its duly authorized officers
grant this certificate subject to the rules and regulations of the Board.

Lana Thaut
Secretary

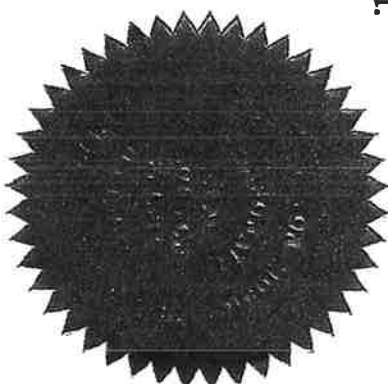
Jaqueline C. Bindman
Chairperson

06241

December 31, 2016

Certification Number

Expiration Date



Chanel Nakamura, MT-BC

(808) 356-9468
c_nakamura@u.pacific.edu

10391 Nations Circle
Stockton, CA 95211

WORK EXPERIENCE

In Harmony Music Therapy Services, Stockton, CA (June 2013-Present)

Music Therapist. Provide music therapy services individuals and groups with various disabilities including Autism, Developmental Disorders (DD) and other intellectual disabilities, between the ages of 12 years to mid-40 years. Music therapy services include assessments, writing treatment goals and plans, provide individual music therapy sessions, record progress notes and evaluate treatment efficacy. Locations served include "Options" Learning Center and private home visits.

Music Therapy Services, San Jose, CA (August 2012-Present)

Music Therapist. Provide music therapy services to children on the Autism spectrum between the ages of 9 and 13 years old. Music therapy services include assessments, writing treatment goals and plans, provide individual music therapy sessions, record progress notes and evaluate treatment efficacy.

Sub-Acute Saratoga Children's Hospital, Saratoga, CA (February 2012-August 2012)

Music therapy intern. Conducted music therapy assessments, wrote treatment goals and plans, provided individual and group music therapy sessions, collected data, and evaluated treatment efficacy for pediatric patients between the ages of 3 months and 20 years under the supervision of Jody Wilfong, MT-BC, M.A.

Elwyn Northern California, Santa Clara, CA (February 2012-August 2012)

Music Therapy Intern. Conducted music therapy assessments, wrote treatment goals and plans, provided individual and group music therapy sessions, collected data, and evaluated treatment efficacy for group home patients with intellectual and developmental disabilities as well as individuals with visual impairments between the ages of 40 and 80+ years under the supervision of Jody Wilfong, MT-BC, M.A.

Sounding Joy Music Therapy Inc., Honolulu, HI (March 2007-August 2009)

Music Therapy Student Volunteer. Provided volunteer services for a non-profit music therapy organization. Recorded videos, input data documentation, participated in numerous health fairs advocating music therapy and accompanied music therapists to various locations including skilled nursing facilities, schools, clinics, and private homes.

EDUCATION

University of the Pacific, Stockton, CA (August 2012-Present)

Master's Degree, Music Therapy

Cumulative GPA: 3.6

Expected date of graduation: December 2013

Activities:

Received advanced clinical music therapy training in specialized populations including adolescents with Severe Emotional Disturbances, hospice/palliative care and Neurologic Music Therapy. Graduate Supervisor for Pacific Music Therapy Association; member of American Music Therapy Association and the Western Regional Music Therapy Association.

University of the Pacific, Stockton, CA (August 2009-May 2011)

Music Therapy Certification

Cumulative GPA: 3.6

Activities:

Received experiential music therapy training in a pediatric hospital, special education classroom, psychiatric facility, and a memory unit in a skilled nursing

facility. Representative for the Pacific Music Therapy Association and student member of American Music Therapy Association.

University of Hawaii, Honolulu, HI (September 2003-May 2008)

Bachelors Degree in Psychology, Minor in Japanese

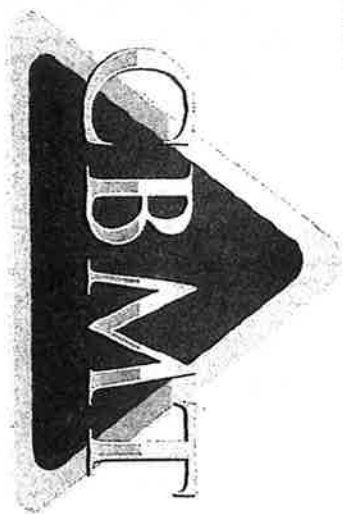
Cumulative GPA: 3.3

Honors/Awards: 4-year full tuition scholarship recipient through Department of Music; National Scholastic Honors Society; Dean's List

University of the Ryukyus, Okinawa, JPN (September 2006-August 2007)

University of the Ryukyus Short-Term Exchange Program

Activities: Enrolled in and completed advanced level Japanese language class, was the only foreign exchange student in the university orchestra program, and competed with the university wind ensemble in a nation-wide competition.



THE CERTIFICATION BOARD
FOR MUSIC THERAPISTS

in recognition of professional competence in clinical music therapy and
having met the standards established by The Certification Board for Music Therapists

Chanel M. Nakamura

has been granted the credential of

MUSIC THERAPIST – BOARD CERTIFIED

this 24th day of August in the year 2012

In witness whereof, under the seal of this Board, the signatures of its duly authorized officers
grant this certificate subject to the rules and regulations of the Board.

Yvonne Thaut
Secretary

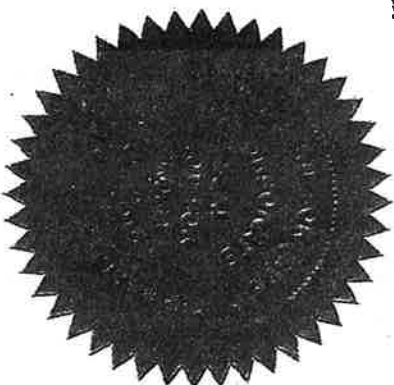
Jaqueline C. Pinbeam
Chairperson

10448

Certification Number

December 31, 2017

Expiration Date



Kathleen Humphries

2056 Goddard Ave, Simi Valley, CA 93063

805-217-4053

kathleen.r.humphries@gmail.com

EDUCATION

Master of Arts in Music Therapy
University of the Pacific (UOP), Stockton, CA

December 2013

Bachelor of Arts in Music and Communication Studies
Loyola Marymount University (LMU), Los Angeles, CA

May 2010

PROFESSIONAL CLINICAL EXPERIENCE

McConnell Music Therapy Services (Private Contactor), Sacramento, CA

May 2013-Present

Music Therapist

- Work with hospitalized patients and their families in an adult oncology/bone marrow transplant unit (Sutter General Medical Center).
- Provide music therapy services to adults and children with multiple disabilities (private).

In Harmony Music Therapy Services, Stockton, CA

April 2013-Present

Music Therapist

- Provide music therapy services for pediatric patients with a range of diagnoses including Crohn's disease, colitis, inflammatory bowel disease, skin diseases, HIV/AIDS, congenital hand deformities, arthritis, autism spectrum disorder, celiac disease, asthma, brain tumors, burns, and other physical and developmental challenges (The Taylor Family Foundation).
- Facilitate early intervention music therapy services for infants and their families (Family Resource Network).
- Provide music therapy services for adults with intellectual and developmental disabilities (Options Learning Center).

Music for Therapy (Private Contractor), San Francisco Bay Area, CA

March 2013-Present

Music Therapist

- Provide music therapy services for adults with intellectual and developmental disabilities (New Horizons), multiple disabilities (Respite Inn), geriatrics (On Lok), forensic psychiatric patients (Peace Home), and traumatic brain injuries (private).

Conservatory of Music (UOP), Stockton, CA

January 2013-Present

Music Therapy Supervisor/Graduate Assistant

- Supervise undergraduate and certification music therapy students at new practicum sites, specifically working with adolescents with emotional disturbances and mild to moderate intellectual disabilities.
- Provide guidance and support throughout the session planning process, including assessment, identifying appropriate goals and objectives, music therapy implementation, and evaluation of music therapy services.
- Assist Music Therapy Department Chair in collecting and conducting research for future music therapy publications.

Children's Hospital Los Angeles, Los Angeles, CA

June 2012-December 2012

Music Therapy Intern

- Facilitated individual, group, and family music therapy sessions in inpatient pediatric units including cardiovascular thoracic, intensive care units, cardiovascular acute, neonatal intensive critical care unit, hematology/oncology, bone marrow transplant, rehabilitation, infectious disease, medical/surgical units, outpatient hematology/oncology, surgical and hemodialysis clinics.
- Worked with patients and families with a range of diagnoses and challenges including developmental delay, cerebral palsy, traumatic brain injuries, cancer, cystic fibrosis, autism, attention deficit

hyperactivity disorder, organ failure/transplant, a variety of mental health disorders, suicidal ideation, terminal diagnoses, non-accidental trauma, foster children, at risk youth, grief/loss/bereavement and other complex family situations.

- Cultivated music therapy referrals, managed and prioritized unpredictable and fluctuating patient caseload independently and completed assessments and documentation for each patient treated.
- Designed and piloted Radiology and Surgical Music Therapy Program targeting preoperative anxiety reduction.
- Collaborated and co-treated with physical therapists, occupational therapists, speech/language pathologists, dance/movement therapists, art therapists, child life specialists, chaplains, comfort and palliative care team, and social workers.
- Cultivated referrals and built caseloads through in-services, interdisciplinary team meetings and rounds, while continuously advocating and educating medical team of effectiveness of services.
- Educated and advocated music therapy at multiple employee education fairs including the American Heart Association's Heart Walk, emphasizing the benefits of music therapy in cardiovascular care.
- Assisted in training and orientation of new interns.

UNDERGRADUATE CLINICAL EXPERIENCE

Crestwood Manor, Stockton, CA

January 2012-May 2012

- Facilitated group music therapy sessions on psychiatric unit for patients diagnosed with schizophrenia, mood disorders, anxiety disorders, personality disorders, and dementia.

St. Joseph's Medical Center, Stockton, CA

January 2012-May 2012

- Provided individual and family music therapy treatment at bedside for patients ages 16 and older hospitalized for oncology treatment, stroke, major organ transplants, delirium, and preoperative and postoperative recovery.

Hospice of San Joaquin, Stockton, CA

April 2012

- Facilitated a grief and loss music therapy support group for children ages 3-12.

United Cerebral Palsy, Stockton, CA

September 2011-December 2011

- Provided music therapy services to seniors with developmental disabilities including autism spectrum disorders, down syndrome, epilepsy, intellectual disorders, and cerebral palsy.

Music to Grow On, Music Therapy Services, Sacramento, CA

May 2011-August 2011

- Led and co-led music therapy sessions with clients ages infant to adolescent with various diagnoses including autism spectrum disorders, down syndrome, cerebral palsy, hearing impairments, genetic disorders, seizure disorders, and physical disorders.
- Co-led public "Park Play Dates," facilitating group music therapy services to individuals of all ages and abilities.

Walton Special Center, Stockton, CA

January 2011-May 2011

- Provided music therapy services to children ages 3-11 with a wide range of disabilities including cerebral palsy, intellectual disorders, autism spectrum disorders, and auditory and visual impairments.
- Created and used adapted instruments for medically fragile clients.

Spanos Elementary School, Stockton, CA

September 2010-December 2010

- Provided music therapy assessment, treatment planning, and ongoing evaluation for children ages 3-5 with autism spectrum disorders.

OTHER PROFESSIONAL EXPERIENCE

Duraflame, Inc., Stockton, CA

October 2010-June 2012

Marketing/Consumer Affairs Intern

- Communicated and responded to all customer inquiries and complaints
- Assisted with fulfillment and set up of coupon and rebate promotions

- Monitored and disseminated coupon redemption and financial reports
- Marketed and designed new branding materials and prototypes

Atlantic Aviation, Santa Monica, CA

May 2010-August 2010

Customer Service Representative

- Provided customers with professional service and assistance, including hotel reservations, catering orders, and processing fuel purchases and transactions.
- Worked closely with line personnel and pilots.

M Advisory Group, Torrance, CA

January 2010-May 2010

Corporate Benefits Intern

- Created manuals for new 401(k) Investment Advisory clients
- Prepared quarterly reports and benchmark studies.

Disability Support Services (LMU), Los Angeles, CA

December 2009-May 2010

Undergraduate Assistant

- Proctored exams and assisted in note taker program for students with disabilities.
- Processed and delivered confidential information.

College of Communication and Fine Arts (LMU), Los Angeles, CA

January 2008-May 2010

Budget Manager Assistant

- Created reports to analyze departmental data to determine credibility of purchases.
- Processed confidential data, such as college budget and departmental budgets, to be inputted into the system.
- Reconciled budget accounts within the college, investigated issues and followed up.

The Rose Group Public Relations, Culver City, CA

November 2009-December 2009

Public Relations Intern

- Created media lists, press kits, paste ups, and press releases.
- Conducted research and daily scans for new trends in advertising, technology, media, entertainment and music.

Burns Campus Recreation (LMU), Los Angeles, CA

August 2008-May 2009

Programming Assistant

- Promoted and marketed events via flyers, posters, and online social networks.
- Booked artists and events

CERTIFICATION AND PROFESSIONAL MEMBERSHIP

NICU Music Therapist

November 2013

Neurologic Music Therapist

2013-Present

Music Therapist, Board-Certified

2012-Present

American Music Therapy Association

2012-Present

Pi Kappa Lambda Music Honors Society

2012-Present

Delta Epsilon Iota Honor Society

2011 - Present

Lambda Pi Eta Communications Honor Society

2008 – Present

National Society of Collegiate Scholars

2007- Present



THE CERTIFICATION BOARD
FOR MUSIC THERAPISTS

in recognition of professional competence in clinical music therapy and
having met the standards established by The Certification Board for Music Therapists

Kathleen R. Humphries

has been granted the credential of

MUSIC THERAPIST – BOARD CERTIFIED

this 27th day of December in the year 2012

In witness whereof, under the seal of this Board, the signatures of its duly authorized officers
grant this certificate subject to the rules and regulations of the Board.

Monna Thart
Secretary

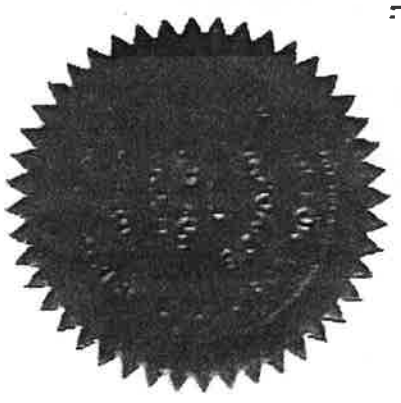
Jaqueline C. Shinderman
Treasurer

Certificate Number

10548

Expiration Date

December 31, 2017



Carmen F. Steele-Abundez, MA, MT-BC**Education**

2004 – 2011 University of the Pacific Stockton, CA

Masters of Music Therapy

- Part-Time Teaching Assistant 2004, 2007 – 2008
- Full – Time Teaching Assistant 2005 – 2006
- Dean's Honor Role 2004 – 20011
- Fieldwork experience:
 - older adults with Parkinson's Disease
 - children with severe burns
 - children with orthopedic challenges
 - children with high-functioning autism
 - urban middle school students who are at-risk
- Thesis research: social interaction between teenagers with autism and general education peers within a music improvisation group setting.

1996 – 2000 University of the Pacific Stockton, CA

Bachelor of Music Therapy

Deans Honor Role 1998 – 2000

President of the Pacific Music Therapy Association, 1999-2000

- Fieldwork experience:
 - older adults
 - children with learning disabilities
 - children with developmental disabilities
 - adult oncology patients individual

Internship

2000 – 2001 MusicWorx Inc. San Diego, CA

MusicWorx is a private music therapy contracting business associated with Scripps Memorial Hospitals and the Oceanside Union School District.

- Fieldwork experience:
 - adult oncology
 - adult grief support groups
 - nursing support groups
 - adult hospice
 - children and teenagers with learning challenges
 - adults battling substance abuse
 - adults with developmental delays

**Related Work
Experience****Music Therapy**

2012 – current One. TLC School Stockton, CA

Provides individual and group music therapy services for children ages 4-12 who require a specialized learning environment due to their family being homeless/transient. Goals addressed include, building self-esteem, managing emotions, improving social skills, and providing opportunities for self-expression.

2008, 2011 - current In-Harmony Music Therapy Services Stockton, CA
Provides substitute music therapy services when regular staff therapists are unavailable for children with developmental disabilities, adult oncology, children with hand differences, and children with celiac disease.

2008 McConnell Music Therapy Services Sacramento, CA
 Provided music therapy interventions for populations served by a mobile music therapy private practice.

- Populations served:
 - Adult oncology
 - Children, youth, and young adults with autism
 - Early intervention
 - Children and youth with cerebral palsy

2001 – 2008 Music Therapy Private Contractor Stockton, CA
 Provided individual music therapy services private families and regional center clients for children and youth with autism and down's syndrome.

2003 – 2006 Options Learning Center Stockton, CA
 Provided group music therapy sessions for adults with mild mental retardation. Goals addressed included increase quality and quantity of social interaction, improve physical health, improve self-image self-awareness and feeling of well being, stimulate creativity and imagination, and decrease assaultive and disruptive behaviors.

Other Related Work Experience

2010-current Mary Graham Children's Shelter French Camp, CA
 Provides music enrichment classes for children and youth who reside at a temporary shelter due to reports of abuse, neglect, and/or abandonment. Goals include provide opportunity for creative expression, provide opportunity for youth to control their environment by offering choices and leadership opportunities, and provide a safe environment for cognitive and social development.

1999-2000, 2001-2002 Central Valley Autism Project Stockton, CA
 Worked as a Lovaas tutor providing discrete trial training and generalization experiences for young children with high-functioning autism.

2001 private family funds Del Mar, CA
 Provided floortime learning experiences based on Stanley Greenspan's modal with a six-year-old child with autism.

1999 – 2000 San Joaquin County Mental Health Stockton, CA
 Served as a rehabilitation assistant to music therapists, recreation therapists, and occupational therapists providing therapy groups at an adult in-patient psychiatric facility.

Accreditations and licenses

MT-BC (Music Therapist – Board Certified)

Professional memberships

American Music Therapy Association (AMTA)

CERTIFICATION BOARD FOR MUSIC THERAPISTS, INC.



In recognition of professional competence in
clinical music therapy and having met the standards established
by the Certification Board for Music Therapists, Inc.

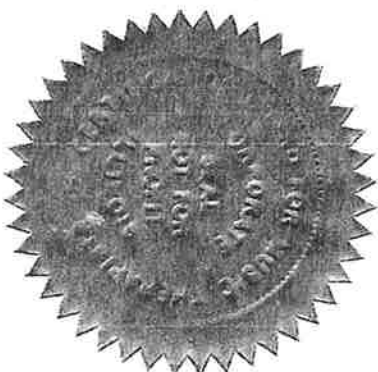
Carmen F. Steele-Abunder

has been granted the credential of

Music Therapist - Board Certified

this 11th day of June in the year 2001.

In witness whereof, under the seal of this Board,
the signatures of its duly authorized officers
grant this certificate subject to the rules
and regulations of the Board.



Nancy A. Kendall

Secretary

06191

Certification Number

Nancy Kendall

Chairperson

June 30, 2016

Expiration Date

Justine B. Hancock-Marsh, MA, MT-BC

2216 Den Helder Drive

Modesto, CA 95356

Cell: (209) 406-9172

Email: songflower@hotmail.com

OBJECTIVES:

- To work as a music therapist with a focus on medical populations and mental health.
- To provide direct music therapy services to medical, psychiatric, rehabilitative, palliative, and educational facilities.
- To provide consultation and education about music therapy interventions to medical professionals and students.

EDUCATION

Aug 2007-May 2011 M.A. Music Therapy, Saint Mary-of-the-Woods College

Oct 2005-May 2006 Internship with Mobile Music Therapy Services of Orange County

2002-2005 Equivalency in Music therapy, University of the Pacific

1998-2001 B.A. Music, San Jose State University

1996-1998 San Joaquin Delta College

CREDENTIALS

Music Therapist - Board Certified. Certification Board for Music Therapists #07997

CLINICAL EXPERIENCE

May 2006-Present: Music Therapist, In Harmony Music Therapy Services, Stockton, CA
Supervisor: Karen Sanchez, MBA, MT-BC

Provides music therapy services to clients of various populations throughout San Joaquin and Stanislaus counties.

1. *Memorial Medical Center* - Provides music therapy direct services to individual patients and their families on the Oncology unit, participates in

multidisciplinary meetings with nursing and other allied healthcare staff.

2. *Valley Mountain Regional Center / Modesto City Schools / Private Pay* – Provides individual music therapy sessions to clients with various developmental disabilities including autism, Cerebral Palsy, and Williams Syndrome. Ages range 5-12.

Oct 2005-May 2006: Internship, Mobile Music Therapy Services of Orange County,
Garden Grove, CA. Supervisor: Roberta S. Adler, MT-BC, Neurologic Music
Therapist - Fellow

1. *Special Programs and Services, Coastline Community College* – serviced adults with developmental disabilities at Fairview Developmental Center and Hy-Lond Home
2. *Paramount Adult School* – serviced nursing home residents (geriatrics) at Country Villa Bay Vista and Paramount Meadows
3. *Long Beach School for Adults* – serviced nursing home residents at Regency Oaks Center Skilled Nursing Home; serviced in-patient psychiatric residents at La Paz at Paramount Psychiatric Hospital

Spring 2005: Easter Seals, Stockton. Supervisor: Carmen Steele, MT-BC
Co-led group music therapy with developmentally delayed adults once a week.
Worked individually once a week with developmentally delayed adult with
Cerebral Palsy age 24

Fall 2004: Plymouth Square, Stockton. Supervisor: Ryoko Fukagawa, MT-BC
Skilled nursing level. Co-led group music therapy twice a week.
Worked individually with two females ages 89 and 91.

Spring 2003: Walton Developmental Center, Stockton. Supervisor: Dr. David Wolfe.
Early Childhood Autism program – worked with two males
ages 4-5

EMPLOYMENT

May 2006 - Present Music Therapist, In Harmony Music Therapy Services

Responsibilities include administering music therapy services to patients on the oncology unit of a general hospital; documentation and assessment of patient needs/outcomes and music therapy interventions used.

Providing individual music therapy sessions to children with developmental disabilities ages 5-13 in their homes through a state non-profit agency, school district, and/or private pay.

**Oct 2005 – May 2006 Instructional Aide, Coastline Community College
(Employed while an intern with Roberta S. Adler of Mobile
Music Therapy Services of Orange County)**

Responsibilities included assisting with and facilitating music therapy sessions to adults with developmental disabilities at Fairview Developmental Center (Costa Mesa, CA) and Hy-Lond Home (Garden Grove, CA).

Co-researched an individual therapeutic treatment program for a severely developmentally disabled female resident at Fairview Developmental Center, and co-led an in-service presentation on the individual to her residential unit staff.

**2001-2005 Music Teacher, Merryhill School at Brookside (Nobel Learning
Communities, Inc.)**

Teaching responsibilities to grades K-8th (2001-2002), K-5th (2002-2004), and K-3rd grades (2004-present). General classroom music.
Conducting/musical direction of annual Holiday musical (K-8th grades).
Researching/arranging/redesigning curriculum.

Middle school aide (2001-2004). Duties included copying, grading, substitute teaching when needed.

Camp Zone™ day camp program counselor (2002-2003), art instructor (2004). In charge of children ages 7-9, planned and led games and activities (outdoor/indoor), planned art activities for ages 6-14.

Kindergarten Readiness instructor (Summer 2005). In charge of afternoon instructional activities including music, art, P.E., and Circle Time. Program

serves 4-5 year olds entering Kindergarten in the Fall.

QUALIFICATIONS

1. Master of Arts in Music Therapy
2. Board Certified Music Therapist (MT-BC)
3. Completion of CBMT – approved internship
4. Completion of Bachelor's degree in music
5. Completion of a Masters level thesis on the topic of music therapy and nursing education.
6. Completion of graduate –level coursework in counseling, psychopathology, music therapy interventions as applied to medical and psychiatric settings, ethics, and research.
7. Completion of core music therapy classes including music mtherapy in psychiatric/mental health settings, music therapy with children, abnormal psychology, and human anatomy
8. Two independent studies on children with developmental disabilities and autism.
9. Knowledge of functional guitar, piano, recorder, autoharp, and hand drumming skills. Knowledge of functional conducting, arranging, transposing, improvising, and songwriting skills.
10. Knowledge of basic principles of Orff and Kodaly methods
11. Completion of several PowerPoint presentations relating to music therapy fieldwork and research projects.
12. Completion of quantitative mini-research project (Background music and on-task behavior).
13. Knowledge of Mac OSX and Windows 98/XP systems, Microsoft Word, Excel, PowerPoint, Quicken, iTunes, Garageband.

REFERENCES

Karen R. Sanchez, MBA, MT-BC

Director and CEO, In Harmony Music Therapy Services

Email: ksanchez@musictherapyservices.com

Roberta S. Adler, MT-BC, Neurologic Music Therapist - Fellow
Mobile Music Therapy Services of Orange County
Phone: (714) 747-9264
Website: <http://www.mobilemusictherapy.com>

Additional references available upon request.

CERTIFICATION BOARD FOR MUSIC THERAPISTS, INC.



By the payment of \$200.00 with completion in
 the amount of \$200.00 is hereby established
 by the Certification Board for Music Therapists, Inc.

Justine B. Hancock-Marsh

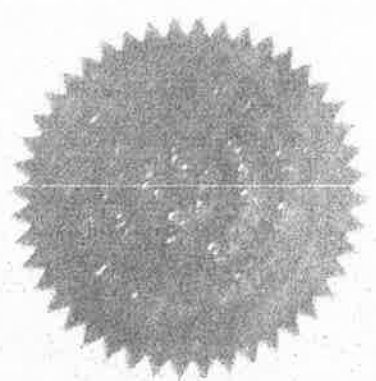
has been granted the credential of

Music Therapist - Board Certified

on the date of June 2006

has been granted the seal of the Board

and the official seal of the Board



Naomi A. Hendall

Naomi A. Hendall

June 20, 2016

Previous Grants Awarded:

2008 Western Region Chapter of the American Music Therapy Association
Professional Development Grant

Award: \$600 towards purchase of music therapy instruments/equipment

PAYEE DATA RECORD(Required when receiving payment from the State of California in lieu of IRS W-9)
STD. 204 (Rev. 6-2003)

1	INSTRUCTIONS: Complete all information on this form. Sign, date, and return to the State agency (department/office) address shown at the bottom of this page. Prompt return of this fully completed form will prevent delays when processing payments. Information provided in this form will be used by State agencies to prepare Information Returns (1099). See reverse side for more information and Privacy Statement. NOTE: Governmental entities, federal, State, and local (including school districts), are not required to submit this form.								
2	PAYEE'S LEGAL BUSINESS NAME (Type or Print) In Harmony Music Therapy Services <hr/> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"> SOLE PROPRIETOR – ENTER NAME AS SHOWN ON SSN (Last, First, M.I.) Sanchez, Karen, R </td> <td style="width: 40%;"> E-MAIL ADDRESS ksanchez@musictherapyservices.com </td> </tr> <tr> <td> MAILING ADDRESS 1610 N El Dorado St Suite 12 CITY, STATE, ZIP CODE Stockton, CA 95204 </td> <td> BUSINESS ADDRESS 1610 N El Dorado St Suite 12 CITY, STATE, ZIP CODE Stockton, CA 95204 </td> </tr> </table>			SOLE PROPRIETOR – ENTER NAME AS SHOWN ON SSN (Last, First, M.I.) Sanchez, Karen, R	E-MAIL ADDRESS ksanchez@musictherapyservices.com	MAILING ADDRESS 1610 N El Dorado St Suite 12 CITY, STATE, ZIP CODE Stockton, CA 95204	BUSINESS ADDRESS 1610 N El Dorado St Suite 12 CITY, STATE, ZIP CODE Stockton, CA 95204		
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3	ENTER FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN): 20 - 1297577 <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> ESTATE OR TRUST </div> <div style="width: 45%;"> CORPORATION: <input type="checkbox"/> MEDICAL (e.g., dentistry, psychotherapy, chiropractic, etc.) <input type="checkbox"/> LEGAL (e.g., attorney services) <input type="checkbox"/> EXEMPT (nonprofit) <input type="checkbox"/> ALL OTHERS </div> </div>		NOTE: Payment will not be processed without an accompanying taxpayer I.D. number.						
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input checked="" type="checkbox"/> INDIVIDUAL OR SOLE PROPRIETOR ENTER SOCIAL SECURITY NUMBER: 548 - 55 - 3691 <small>(SSN required by authority of California Revenue and Tax Code Section 18646)</small> </div> <div style="width: 45%;"></div> </div>									
4	PAYEE RESIDENCY STATUS <input checked="" type="checkbox"/> California resident - Qualified to do business in California or maintains a permanent place of business in California. <input type="checkbox"/> California nonresident (see reverse side) - Payments to nonresidents for services may be subject to State income tax withholding. <div style="margin-left: 40px;"> <input type="checkbox"/> No services performed in California. <input type="checkbox"/> Copy of Franchise Tax Board waiver of State withholding attached. </div>								
5	<p style="text-align: center;">I hereby certify under penalty of perjury that the information provided on this document is true and correct. Should my residency status change, I will promptly notify the State agency below.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">AUTHORIZED PAYEE REPRESENTATIVE'S NAME (Type or Print) Karen Sanchez</td> <td>TITLE Director/Founder</td> </tr> <tr> <td>SIGNATURE </td> <td>DATE 07/22/2013</td> <td>TELEPHONE (209) 482-6424</td> </tr> </table>			AUTHORIZED PAYEE REPRESENTATIVE'S NAME (Type or Print) Karen Sanchez		TITLE Director/Founder	SIGNATURE 	DATE 07/22/2013	TELEPHONE (209) 482-6424
AUTHORIZED PAYEE REPRESENTATIVE'S NAME (Type or Print) Karen Sanchez		TITLE Director/Founder							
SIGNATURE 	DATE 07/22/2013	TELEPHONE (209) 482-6424							
6	Please return completed form to: Department/Office: _____ Unit/Section: _____ Mailing Address: _____ City/State/Zip: _____ Telephone: (____) _____ Fax: (____) _____ E-mail Address: _____								



Family Resource Network

5250 Claremont Avenue, Suite 148

Stockton, CA 95207

209-472-3674 ♥ 800-847-3030 ♥ fax 209-472-3673 ♥ www.frcn.org

State Council on Developmental Disabilities
Area Board 6
2529 W. March Lane, Suite 105
Stockton, CA 95207

July 18, 2013

Dear Friends at SCDD, Area Board 6,

It is my pleasure to write this letter in support of Karen Sanchez and In Harmony Music Therapy Services. I have worked with Karen and IHMTS for many years, both as Executive Director of Family Resource Network and as a parent of a young adult transitioning to adult services.

Karen and IHMTS currently conduct two monthly music play groups for young children with special needs and their parents at Family Resource Network. The families are thrilled to be working with Karen and always leave the session with new ways to use music to help encourage their child's development. As a vendor, Karen is wonderful to work with. Her work is of the highest quality. Additionally, her paperwork is thorough and completed in a timely manner.

As a parent I contracted with Karen and IHMTS to work with my then 19-year-old son who has autism and intellectual disability. Despite considerable efforts on the parts of his special education teachers, he had been unable to learn money handling skills. Karen developed a curriculum to address money handling issues and had one-hour sessions with my son twice a month. Within a few sessions we saw wonderful improvement and within a few months he was handling money in real life situations such as going to Target and McDonald's. We worked with Karen and with other IHMTS staff and always found them to be willing to "think outside the box" as they used music to help my son learn.

*Providing support to families raising children with special needs in Amador,
Calaveras, San Joaquin, Stanislaus, and Tuolumne Counties.*

While my son's area of deficit was with money handling skills, I know that IHMTS addresses other vital life skills such as learning one's address and phone number, learning how to contact emergency personnel, using public transportation and stranger danger awareness. Knowledge in all of these areas is essential for young people as they transition to adult services and leave the safety of special education.

I believe that the combination of IHMTS staff's use of music therapy and their experience of working with people with developmental disabilities gives IHMTS staff the skills they need to meet the SCDD's goal of helping youth with developmental disabilities transition to adult services. My experience tells me that some of the traditional educational programs just don't work with some students with developmental disabilities. I have personally seen many students who did not respond to traditional curriculums, excel when using music therapy as an instruction tool. I believe that by awarding this grant to In Harmony Music Therapy Services the SCDD, Area Board 6 can play an important role in helping improve the lives of young people with developmental disabilities as they transition to adult services.

If you have any questions, please do not hesitate to contact me.

Sincerely,



Ann Cirimele
Executive Director

July 15th, 2013

SCDD Area Board 6
2529 W. March Lane Suite 105
Stockton, CA

Re: Grant Application

I am writing this letter supporting **Karen Sanchez, MBA, MT-BC** and her application for a Program Development Grant through the CA State Council on Developmental Disabilities.

In addition to being a board-certified music therapist, I am a credentialed school psychologist and hold a psychologist license in California. As such, I am knowledgeable about the ways in which music therapy, and music-based interventions, can be used broadly to improve both intellectual and adaptive behavior functioning in those with developmental disabilities. Specifically, the motivating and structural characteristics of music have been shown to: improve academic skills in the areas of reading and mathematics; teach appropriate/effective social skills/strategies; increase knowledge of safety/self-care; and imparting leisure skills. All of these would appear to be important skills to master for those transitioning to adult life.

I have known Ms. Sanchez for nearly fifteen years and find her to be a knowledgeable, responsible, and well-qualified clinician. In fact, my confidence in her ability is so great that I feel confident in her supervising our music therapy students at the University of the Pacific. Awarding this grant would allow her to expand her clinical services in the Central Valley (Stockton, Tracy, Manteca, and Modesto areas) of California.

While I could continue to extoll Ms. Sanchez's qualifications and the benefits of music therapy, I will simply conclude by restating my enthusiastic support for her Program Development Grant.

Best regards,



Eric G. Waldon, Ph.D., MT-BC
Assistant Professor, Music Therapy
Music Therapist-Board Certified (MT-BC 5595)
Credential School Psychologist
Licensed Psychologist (CA PSY 22457)
Office: (209) 946-2419

July 22, 2013

To whom it may concern;

My name is Lori Gobbi and I am a special day class teacher for Stockton Unified School District. I have taught the Moderate/Severe population for 31 years, and have been teaching the adult population for the past 19 years.

My class consists of 14 students with severe disabilities. The primary goal for my students is independence and job skills training. This is done by teaching skills such as functional reading, writing, math, daily living skills, vocational skills, and community based instruction. The majority of job skills are trained at the worksite while some skills are learned in the class setting and then generalized into the community job site. When we are in the community "every moment is a teachable moment." All functional/academic skills are worked on in the classroom, such as budgeting, next larger dollar, filling out an application, interview skills, ordering in a restaurant, stating personal information, asking for assistance, riding the city bus. From the classroom it is important that these skills also generalize and can be utilized when in the community.

I have been asked by Karen Sanchez to write a letter in support of using music in the classroom to assist with teaching the above mentioned skills. Since I have been teaching adult students I have not been afforded the opportunity to have a music therapy program. I did have this opportunity when teaching younger students many years ago and it was fantastic. I do know that all of the above mentioned areas that Karen plans to address within the transitional programs are absolutely necessary for our population of 18-22 year olds. These are always included in every IEP that is written for my young adults. I also know that students learn through music. I currently have students who will still remember their days of the week by quietly reciting the song they had learned in their primary years. This is also true with the months of the year and the seasons, so I know it works. Currently I have a student with traumatic brain injury and her short term memory is very poor. I am always amazed at how she cannot remember even the simplest things, but she can sing any song that comes on the radio "word for word." Music has played a very important part in exercising her memory skills over the years.

I feel that a music therapy program for transition students, ages 18-22, would be extremely conducive to their needs. Every student learns differently and the more opportunities that we afford them the more likely they will be successful. Music can also provide a form of compensation for those with language impairments, as well as a means of facilitating language development. Communication is a necessary part of every student's life and imperative for independence. I think that it is also a very powerful tool to facilitate inclusion for these students. Everyone enjoys music and I would love for my students to be afforded the opportunity to receive music therapy as a related service in the IEP.

Sincerely,
Lori Gobbi
Special Day Class Teacher
Stockton Unified School Dist. (209) 406-2197



SCDD Area Board 6

2529 W. March Lane Suite 105

Stockton, CA, 95207

Dear SCDD Area Board 6 Members,

I am writing this letter in support of Karen Sanchez, MBA, MT-BC and her agency In Harmony Music Therapy Services. I understand she is proposing a group music therapy program to assist youth with developmental disabilities transition into adulthood.

As the Program Director for California Mentor Family Home Agency serving the Valley Mountain Regional Center catchment area, we help adults with developmental disabilities find home placements in the community with a certified mentor. In my experience, consumers would benefit from having a greater understanding of how to access the community's public transportation as well as awareness of strangers and how to stay safe. Practical life skills such as money-handling and learning their address/phone number would also be important to learn. I am aware of the benefits of music therapy in teaching these skills to people with developmental disabilities and believe this is an ideal method to teaching this information to consumers in our community.

I have known Karen Sanchez for 3 years and am familiar with not only her caring personality in working with people with disabilities, but also her professionalism and high regard for her work. I cannot recommend her enough for this opportunity to further serve our community by meeting this area of need through music.

Sincerely,

Nicole Barber-Harris

Program Director

California Mentor

1755 West Hammer Lane Suite 12

Stockton, CA 95209

(209) 957-4310 ext. 14

1ST Service First of Northern California

July 22, 2013

To whom it may concern:

In Harmony Music Therapy services has been providing Music Therapy for "Option" Learning Center for five years now. "Option" is designed to meet the needs of the developmentally disabled, with all efforts focused on encouraging the client to reach their optimum potential. The client will have the opportunity to discover fresh ideas and participate in new experiences, including educational opportunities, social interaction and work activities.

Programs will include: Physical Fitness training, Nutritional training, Cooking classes, Computer Lab, Art Therapy, Music Therapy, Math Lab, Reading Lab, Activity Social, and Community Integration. We teach our clients skills such as: safety awareness, how to be safe out in the community, and how to be safe when using public transportation. Option's staff, instruct clients on skills such as: making change, using a calculator, and how to interact appropriately while out in the community.

Karen Sanchez has been providing Music Therapy for our clients for 5 years now and the clients have been thriving from the services that have been provided by her company. The Music Therapist works with a variety of clients of all ages and abilities in a group setting. The client's problems and/or disabilities may be emotional, physical, mental or psychological in nature.

Karen has been using her skills in Music Therapy to be able to use music to arouse and engage clients and to help them towards realizing their potential. In Harmony Music Therapy services supports our clients and encourages them to respond musically, Facilitate positive changes in the behavior and well-being of our clients, and helps our clients to explore the world of sound and to create a musical language of their own.

Thank you,

Rosa Thraikill

Program Director

Headquarters
102 W. Bianchi Road
Stockton, CA 95207
(209) 644-6300
Fax (209) 644-6333

345 N. Yosemite St.
Suite A
P.O. Box 4103
Stockton, CA 95203
(209) 644-4800
Fax (209) 644-4826

"Options" Learning Center
102 W. Bianchi Road
Stockton, CA 95207
(209) 938-0593
Fax (209) 938-0595

8026 Lorraine Ave.
Suite 201
Stockton, CA 95210
(209) 644-6327
Fax (209) 644-6308

1101 M Street
P.O. Box 3102
Modesto, CA 95353
(209) 577-0993
Fax (209) 577-2776

Proposal Checklist

Program Development Grant Request for Proposal Federal Fiscal Year 2014 - Cycle 36

In completing this form, the proposer acknowledges that the following items are included in the proposal, in accordance with the instructions provided in the RFP. This checklist should be included with the proposal package.

Check box below to indicate inclusion in proposal

- ☒ Cover Letter
- ☒ Project Data Sheet
- ☒ Project Narrative (not to exceed 8 pages)
- ☒ Budget Detail Worksheet (including description of identified expenses)
- ☒ Continuation of Funding Letter, if applicable.
- ☒ Organization Chart
- ☒ Curricula Vitae/Resumes and position descriptions, as applicable
- ☒ List of Previous Grants/Awards
- ☒ Payee Data Record Form
- ☒ (3) Letters of Support
- ☒ Proposal Checklist

Regarding: Cycle 36 Grant Recommendation
8/19/13

- In June 2013 Request for proposals went out.
- On July 25, 2013 3 proposals received.
- 07-36-01: Hope Services is a request for emergency preparedness funding.
- 07-36-02: Kidpower requests an extension adult transition skill training for a second year.
- 07-36-03: Special Kids Crusade is a request for funding for children 6 to 18 to build social, communication and motor skills through team play and sport.
- Committee Members all used a scoring sheet to review grants. The highest collective score and the highest score of each committee member was 07-36-01: Hope Services.
- Grant includes distribution of emergency preparedness information to clients with developmental disability and families in all four counties.
- Provision of essential emergency preparedness supplies to 110 clients living independently and to the community based day and vocational programs.
- Community Day Program Kits to include: 1st Aid Kits, radios, flashlights, Clorox, sanitary wipes, bloodborne pathogens kits, water and emergency meals for three days, feminine hygiene supplies, batteries, blanket, adult diapers, cooking pots, two burner stoves and butane.
- Client Kits include emergency backpack with radio, flashlight, water and emergency meals, and a blanket
- \$15,000 from the Gellert Foundation and/or other funding sources will be raised to fund the project for a total of \$25,000.
- Total project to provide emergency preparedness training for up to 1,100 people.
- All proposals were excellent and the Grants Committee wishes the chance to fund all programs.

- **The Grants Committee of Area Board 7 without action taken by the full board recommends California State Council on Developmental Disability award \$10,000 to 07-36-01: Hope Services for the Cycle 36 RFP.**



hope services

RECEIVED JUL 25 2013

July 22, 2013

Mr. David Grady
Executive Director
California State Council on Developmental Disabilities Area Board 7
2580 North First Street, Suite 240
San Jose, CA 95131

Dear Mr. Grady,

On behalf of our Board of Directors, Hope Services is pleased to submit the enclosed grant application to the California State Council on Developmental Disabilities Area Board 7. Hope Services is requesting \$10,000 in Area Board 7 Cycle 36 grant funding to support our project entitled, *Helping Individuals w/Developmental Disabilities (DD) with Emergency Preparedness*.

Hope Services' mission is to assist individuals with developmental disabilities to live and participate fully in their communities. Established in 1952, Hope provides a full range of integrated social services that address the evolving and life-long needs of more than 3,100 children, adults, and seniors with developmental disabilities and their families. HOPE's clients are challenged by a variety of disabilities, including Down syndrome, autism spectrum disorder, cerebral palsy, epilepsy, learning disorders, and other related neurological impairments. Many have multiple disabilities, including physical handicaps. We provide services in Santa Clara, San Benito, Santa Cruz, Monterey, San Mateo, and Alameda counties.

Our proposal addresses Goal #5 in the 2012-2016 State Plan: "Individuals with developmental disabilities and their families get the information to be prepared for emergencies." Our project involves widespread distribution of emergency preparedness information to our DD clients and their families, and will provide essential emergency supplies to help ensure the safety of over 1,100 of them in Santa Clara, San Benito, Santa Cruz, and Monterey counties. We need to have adequate supplies on hand to shelter in place for 72 hours in an emergency, as recommended by Collaborative Agencies' Disaster Relief Effort (CADRE) and the American Red Cross.

Hope Services hereby assures SCDD AB 7 that we are financially capable of fully supporting this project until such time as the invoices are submitted and reimbursement is received.

We have carefully read and understand all the provisions in this RFP and agree to be bound by them. We fully read and reviewed the terms and conditions as stated in the State Contracting Requirements, attached to the RFP, and, that by submitting a response understands that this document represents the agreement that we will be expected to execute if we are successfully awarded a Cycle 36 CPDG from the SCDD.

Sincerely,

Jenny Luciano
Vice President of Development
Email: jluciano@hopeservices.org
Office: (408) 284-2887

Amazing is all in a day's work.

50 Las Colinas Lane • San Jose, CA 95119-1212 • T 408-284-2880 • F 408-284-2883 • hopeservices.org

Printed on post-consumer waste recycled paper.



PROJECT DATA SHEET

1. Applicant Information

Project Number: <i>(Assigned by Council)</i>	
Application Number: <i>(Assigned by Council)</i>	
Project Name <i>(55 characters):</i>	Helping Individuals w/DD with Emergency Preparedness
Organization Name:	Hope Services
Organization Website:	www.hopeservices.org
Organization Address:	30 Las Colinas Lane
Organization City/State:	San Jose, California
Organization Zip Code:	95119
Taxpayer ID Number:	94-1399287
Project Period: <i>(Month /Day/Year)</i>	Start Date 11/1/2013 End Date 9/30/2014
Council Member: <i>(Assigned by Council)</i>	
Council Staff: <i>(Assigned by Council)</i>	

2. Project Information

(Choices are: Non-profit, School District, County, Government Corporation, Tribal Government, For-profit, City / Town, State, Special or Regional Authority, State P & A Agency, University Center, or Other)

Type of Applicant:	Non-Profit
Type of Project: <i>(Assigned by Council)</i>	

3. Project Funding Formula

TOTAL PROJECT COSTS	COUNCIL FUNDS	APPLICANT MATCHING FUNDS
\$25,000.00	Amount: \$10,000.00 Percentage: 40.00%	Amount: \$15,000.00 Percentage: 60.00%
Grant Type (Poverty or Non-Poverty)	Non-Poverty Area	

4. Contact Information:

Name of Project Director :	Rex Zimmerman
Title:	Vice President of Programs and Services
Telephone:	(408) 284-2810
Fax:	(408) 284-2863
Email:	rzimmerman@hopeservices.org

☐ Check if Same as Project Director

Name of Financial Officer :	Ray Abe
Title:	Vice President/CFO
Telephone:	(408) 284-2883
Fax:	(408) 284-2863
Email:	rabe@hopeservices.org

5. Signatory Authority:

☐ Check if same as Project Director

Name of Organization Director :	John Christensen
Title:	President/CEO
Telephone:	(408) 284-2822
Fax:	(408) 284-2863
Email:	jchristensen@hopeservices.org
Date:	July 22, 2013

Project Outline

1. Provide a one paragraph abstract that clearly states the goal and major activities of the proposed project and the impact it will have on people with developmental disabilities.

Hope Services' *Helping Individuals w/Developmental Disabilities (DD) with Emergency Preparedness* project focuses on widespread distribution of emergency preparedness information to our clients with DD and their families, and will provide essential emergency preparedness supplies in order to help ensure the safety of over 1,100 of our clients in Santa Clara, San Benito, Santa Cruz, and Monterey counties. We need to have adequate supplies on hand to shelter in place for 72 hours in the event of an emergency or natural or man-made disaster, as recommended by Collaborative Agencies' Disaster Relief Effort (CADRE), the American Red Cross, and all emergency planning agencies. Because approximately 5-10% of our clients in these four counties live independently or in supported living arrangements in the community, we need to ensure that they are prepared in the event of an emergency during hours that they are at home; therefore, we need to allocate sufficient supplies to them at their homes, as well as to our community employment and activity programs taking place during the day. The overall goal which this project will significantly help to accomplish is Goal #5 in the SCDD 2012-2016 State Plan: "Individuals with developmental disabilities and their families get the information to be prepared for emergencies." However, we are taking it one step further, by not only providing emergency preparedness information, but also the emergency supplies needed to shelter in place for up to 72 hours in the event of an emergency or disaster.

2. Describe your organization's qualifications to implement the proposed project.

In 1952, a group of parents of children with developmental disabilities who believed that their children deserved the same opportunities enjoyed by their siblings and friends opened one of the first preschools for children with special needs. Over the course of more than 61 years, Hope Services has evolved into a multifaceted organization providing a full range of integrated social services to address the evolving and life-long special needs of infants, children, teens, adults and seniors with developmental disabilities. The organization employs over 500 human service providers, including health and wellness professionals, senior program workers, community integration workers, mental health therapists,

psychiatrists, occupational therapists, employment specialists, supportive and independent specialists, and job and behavioral coaches; and serves more than 3,100 consumers in six counties of northern California. All of Hope's services aim to empower individuals served by providing the skills necessary to live as independently as possible, to grow, and to sustain self-sufficiency.

Hope is committed to developing innovative service delivery models to best meet the needs of the consumers it serves, and is often recognized as a leader in the disability field. The most prestigious accreditation agency in the disability sector, the Commission on Accreditation of Rehabilitation Facilities (CARF) has consistently awarded Hope its highest endorsement for its proven record of success over the years. With its many competitive awards, Hope stands as an organization with a stellar record of success in Santa Clara County.

With special emphasis on the special needs population that we serve, Hope collaborates with Collaborative Agencies' Disaster Relief Effort (CADRE) through agency membership in their collaborative. CADRE is a coalition of community-based organizations from Palo Alto to Gilroy in Santa Clara County. In the event of a disaster, these organizations act in concert to develop a prepared and coordinated response to emergency needs in our communities. CADRE complements the county's major relief systems, with an emphasis on special needs populations (e.g., visually, physically, or developmentally impaired, as well as non-English speaking). CADRE is written into the Santa Clara County Emergency Plan, as well as other jurisdictions' emergency plans. In the event of a disaster, CADRE activates its workstation at the Santa Clara County/Operational Area Emergency Operations Center.

We also collaborate with the American Red Cross Silicon Valley Chapter, which serves almost two million people in Santa Clara County. Led by volunteers and supported by community donations, the American Red Cross Silicon Valley Chapter is part of a nationwide network of approximately 710 locally supported chapters dedicated to saving lives and helping people prevent, prepare for and respond to emergencies. Several of our workshops are designated as emergency relief shelters by the American Red Cross.

3. Provide a detailed narrative about the proposed project, including specific information on the methodology to be used and an overview of project activities.

Our proposed project is comprised of two primary components which complement each other: distribution of information, and distribution of supplies. We will send information home with all clients to their families telling them our plans in the event of a major disaster or emergency, and what we will do to care for, serve, and protect their loved ones in the event that an emergency occurs while they are attending one of our day programs, by sheltering them in place for up to 72 hours. We will also urge our clients and their families to be prepared for emergencies at home, and will send emergency preparedness information home with them. Linda Siino, who is in charge of Hope's Community Living Services, is also working to ensure that independent and supported living clients are ready for emergencies. Many of these clients have no family support, so we have a primary role and responsibility to help them prepare.

One resource which we have found helpful in preparing our clients for emergencies, and will continue to use and distribute, is the California Department of Disability Services' (DDS') "Feeling Safe, Being Safe" curriculum, which assists them with creating a safety plan. DDS provides the packet of training materials for each client we support. We will utilize this curriculum in our programs and provide quarterly emergency preparedness instruction on how to get prepared at your program site and at home, what to do in the event of an emergency, and how to stay safe until someone can come to assist you.

Another means of disseminating emergency preparedness information is to make it available electronically, 24 hours a day, 7 days a week. Hope Services' internal website for employees, Hope Direct, has a page devoted to emergency preparedness: <http://www.hopedirect.org/emergency-preparedness/>. Currently, this page contains the following resources (in PDF format): "Be Red Cross Ready," the Office of Emergency Services' (OES') "Creating a Family Disaster Plan," and "Before, During & After an Earthquake." We will continue to develop this section of our internal website, e.g., by providing links to OES websites in each jurisdiction within our service area, in order to provide the latest and best information on emergency preparedness in the interest of the well-being of our clients and their families. We will send home a letter explaining our efforts and then follow up with an email to all families with these links to disseminate information and encourage families to get prepared. Email is the least expensive and most accessible way for families to receive this information. If families do not have an email account, we will provide them with printed materials.

Hope's emergency preparedness campaign is an integral part of our Continuity of Operations Plan (also referred to as "COOP"). A COOP is an organization's plan

to maintain its vital services to the community (clients, families, staff, businesses and other organizations) after a major disaster, which is also intended to serve our employees as well as clients and their families. We know that employees' having a plan for their families before a major disaster hits, can better prepare them to assist the clients they support at work. Knowing that there is a plan in place for one's loved ones, and that responsibilities are assigned and covered by family members, can ease stress in the workplace.

Besides distributing essential emergency preparedness information, we will also purchase and store on-site the following emergency supplies to clients in our community employment and day activity programs in Santa Clara, San Benito, Santa Cruz, and Monterey Counties: First Aid kits, radios, flashlights, Clorox sanitary wipes, bloodborne pathogen kits, emergency meals for 3 days, emergency water for drinking and cooking for 3 days, feminine hygiene supplies, batteries for flashlights and radios, blankets, adult diapers, 12-quart cooking pots, 2-burner stoves, and butane for fuel for stoves. We will also distribute to each of our 110 or so clients who lives independently or in a supported living arrangement in the Area Board 7 service area the following emergency supplies to be stored in a backpack on-site at her or his home: a radio, a flashlight, emergency meals for three days, emergency water for drinking and cooking for 3 days, and a blanket.

4. What are the major expected accomplishments of the project, and how will successful completion of the project impact people with developmental disabilities?

Objective (5a) under SCCD's 2012-2016 State Plan Goal #5 states: "At least 400 individuals and families *will be prepared* in case of an emergency through the efforts of the Council in collaboration with others." Because of Hope Services' *Helping Individuals w/Developmental Disabilities (DD) with Emergency Preparedness* project, over 1,100 individuals with developmental disabilities, as well as their family members, will be prepared with information and supplies in case of an emergency.

We will administer a voluntary "pre-test/post-test" survey in conjunction with distribution of the emergency preparedness information to be provided through the proposed project, in order to assist us in determining our clients' knowledge levels about emergency preparedness before and after reading/reviewing the materials distributed. We believe that there will be a significant increase in clients' knowledge levels noted after reading/reviewing the materials.

5. Has this proposal been submitted to any other Area Board for potential funding during this cycle? If yes, please list the additional Area Board:

This proposal has not been submitted to any other Area Board for potential funding during this cycle.

4100 - State Council on Developmental Disabilities
Grant Budget Detail Sheet
October 1, 2013 thru September 30, 2014

<u>Category of Expense</u>	<u>SCDD Grant Funds</u>	<u>Other Funds</u>	<u>Total Project Costs</u>
		Gellert Foundation (Projected: \$15,000)	
Salaries and Wages			
1) District Directors (5): Lori Arnberg, Suanne Rinta, Kristi Alarid, Sally French, George Molano: Emergency planning/oversight/supply storage	\$0	\$1,000	\$1,000
2) Director of Community Living Services: Linda Siino Distribution of emergency supplies and information	\$0	\$200	\$200
3) Human Resources Staff: Valerie Tapay, Sue Bell Coordination of emergency preparedness campaign	\$0	\$300	\$300
4) Web Developer/Social Media: Hau Nguyen Electronic posting and distribution of emergency info	\$0	\$200	\$200
Subtotal Salaries and Wages	\$0	\$1,700	\$1,700
Fringe Benefits For personnel identified above	\$0	\$550	\$550
Consultant / Subcontracted Services			
1)	\$0	\$0	\$0
2)	\$0	\$0	\$0
3)	\$0	\$0	\$0
Subtotal Consultant / Subcontracted Services	\$0	\$0	\$0
Travel Distribution of supplies and information to CLS clients	\$0	\$500	\$500
Office Supplies	\$0	\$0	\$0
Printing Of emergency preparedness information	\$0	\$500	\$500
Space Occupancy / Rent	\$0	\$0	\$0
Equipment	\$0	\$0	\$0
Other Costs (Specify)			
Emergency Supplies Adequate supplies, food, and water for over 1,100 clients to shelter in place for 72 hours in emergency	\$10,000	\$11,500	\$21,500
Postage For mailing of emergency preparedness information	\$0	\$250	\$250
	\$0	\$0	\$0
Totals	\$10,000	\$15,000	\$25,000




Continuation of Funding Verification

Hope Services is committed to emergency preparedness for our clients and their families in Silicon Valley. Despite rate freezes and budget cuts, HOPE Services is steadfastly committed to sustaining all of its critical service programs.

For FY 13-14, our projected revenue includes not only the grant for which we are applying to Area Board 7, but also a grant for which we will be submitting an application to The Carl Gellert and Celia Berta Gellert Foundation in August 2013, as well as other designated donations. Once emergency preparedness supplies are purchased and emergency preparedness information distributed to all clients and their families, Hope Services will maintain these supplies and keep information current through aggressive fundraising and collaborative community relations.

By partnering with HOPE, your support will continue to help us provide the resources needed for people with developmental disabilities to be adequately prepared in the event of an emergency and become fully included members of their community.



John Christensen, CEO, Hope Services

Date

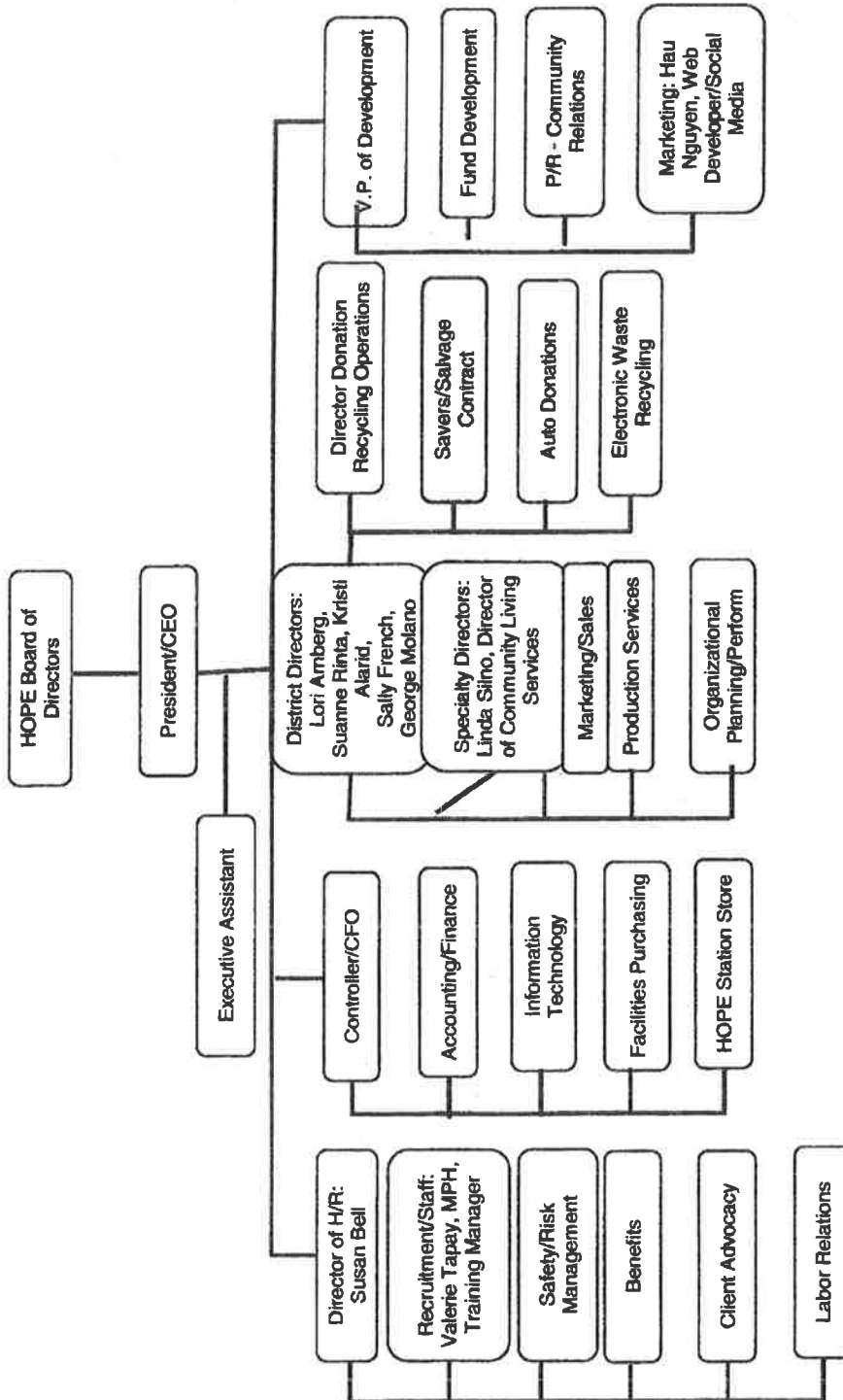
7/25/13

Amazing is all in a day's work.

30 Las Colinas Lane • San Jose, CA 95119-1212 • t 408-284-2850 • f 408-284-2863 • hopeservices.org
printed on 100% post-consumer-waste recycled paper.



HOPE Services Organizational Chart



Hope Services Personnel Information

John M. Christensen – President/CEO – 16 years of service

(408) 284-2822

jchristensen@hopeservices.org

John Christensen has been employed in the rehabilitation field for more than 30 years and holds a Masters Degree in Rehabilitation Administration from the University of San Francisco. He serves on the Commission on Accreditation of Rehabilitation Facilities (CARF), the Nonprofit Insurance Alliance of California (NIAC), the California Association of Persons in Supported Employment (APSE), and the California Rehabilitation Association (CRA). Mr. Christensen became CEO of Hope Services on 7-1-11.

Ray Abe – Vice President/CFO - 12 years of service

(408) 284-2883

rabe@hopeservices.org

Ray Abe joined the Hope Services staff in 2001 and has 21 years of experience in healthcare finance and nine years of experience in public accounting with a big five national accounting firm. Ray holds a Bachelors of Arts Degree in Business Administration with a concentration in Accounting from the University of Hawaii and has been a Certified Public Accountant since 1974.

Jenny Luciano – Vice President of Development - 3 years of service

(408) 284-2887

jluciano@hopeservices.org

Jenny Luciano has spent her career in the fund development, communications, public relations, and volunteer management fields for non-profit organizations since 1988. Since that time, she has worked in New York State for Cornell University Cooperative Extension and in California for various social service safety-net and public policy organizations. Over her tenure, she has raised more than \$58 million for the organizations she has served and has directly supervised the training and development of more than 5,000 volunteers.

Rex Zimmerman- Vice President of Programs and Services - 15 years of service

(408) 284-2810

rzimmerman@hopeservices.org

Rex Zimmerman has served people with disabilities for nearly 30 years. He holds a Master of Management and Disability Services Degree from the University of San Francisco. He is currently Co-chair of the Service Providers Advisory Committee to the San Andreas Regional Center and is a member of the Public Policy Committee for the California Disability Services Association.

Susan Bell - Director, Human Resources - 30+ years of service

(408) 284-2894

sbell@hopeservices.org

Sue Bell has been employed at Hope Services for more than 25 years. She began her career at Hope providing direct services to clients. She moved into management in 1984 and assumed her current role as Director of Human Resources in 1991. Sue holds a Bachelor of Arts degree in Social Science with a minor in Therapeutic Recreation from San Jose State University. She is a member of the National Society for Human Resource Management and the Northern California Human Resource Association.



Lori Arnberg- Hope Services District Director for Central Valley - 30 years of service

(408) 282-0419

larnberg@hopeservices.org

Lori Arnberg's career at Hope Services began in 1981. Lori has held the positions of Instructor, Coordinator, Specialty Director for Production Services and most recently the role of District Director for Central Valley. Lori has provided direct services to clients in our work activity centers with a focus on locating, preparing and coaching clients at work. Lori has been responsible for bidding all sub-contracts for the organization's nine work facilities plus starting many small businesses owned and operated by Hope. Today Lori oversees all programs and services that Hope offers in the San Jose area.

Suanne Rinta- Hope Services District Director for North County – 30+ years of service

(650) 934-0335 x338

srinta@hopeservices.org

Suanne Rinta has been working at Hope Services for more than 30 years and brings extensive knowledge in the areas of vocational and community employment services. Suanne helped develop and oversees partnerships with production contract customers and our Federal training program to provide community employment opportunities to individuals with disabilities in the Santa Clara and San Mateo Counties. Suanne is an active member on several local disability and educational advisory committees and groups.

Kristi Alarid- Hope Services District Director for South County – 20+ years of service

(408) 846-6885

kalarid@hopeservices.org

Kristi Alarid has more than 20 years' experience with Hope providing innovative supported employment services. Kristi is an active participant and member of California Rehabilitation Association, a member of National Rehabilitation Association, a member of American Association of Mental Retardation and a member of the Association of Persons in Supported Employment.

Sally French- Hope Services District Director for Santa Cruz County - 34 years of service

(831) 600-1502

sfrench@hopeservices.org

Sally French has worked for Hope since 1978. Sally holds a Bachelor of Science degree in Occupational Therapy from San Jose State University. Sally began her career working as an Instructional Aide for the Gavilan College program for students with developmental disabilities in Gilroy. She joined Hope as a client supervisor, was promoted to coordinator, and in 1987 became the site manager for the Hollister facility. Sally has since taken over the management of both the Gilroy and Hollister facilities. She is now responsible for all the programs and services Hope offers in South Valley District.

George Molano- Hope Services District Director for Monterey County - 34 years of service

(831) 455-4941

gmolano@hopeservices.org

George Molano has 28 years of experience working in the rehabilitation field. Earning a Bachelor of Arts Degree in Experimental Psychology at St. Bonaventure University, he began his career in 1975 at Gateway Center in Pacific Grove, California. While employed at Gateway Center, he was a founding member of Monterey County Special Olympics, serving as its president for five years. George joined the Skills Center, now a district of Hope, in 1978. During his tenure at Skills Center, he held positions as Director of Employment Services and as Director of Program Services for Monterey County. In his current position with Hope, George is currently responsible for client information systems, strategic planning, outcome measurement processes and systems development and analysis. George is a Commission on Accreditation of Rehabilitation Facilities surveyor.

Linda Siino- Hope Services Director of Community Living Services – 10+ years of service

(408) 284-2848

lsiino@hopeservices.org

Linda Siino has worked with, and advocated for, people with developmental disabilities for more than 20 years. Linda holds a Bachelor of Arts degree in Psychology, and Standard Elementary Teaching Credential from San Francisco State University; Learning and Severely Handicapped Credentials from San Jose State University; and a Masters of Social Welfare from the University of California at Berkeley. As the Manager of Client Advocacy and Resources, Linda provides advocacy services for HOPE clients and their families with regards to Hope's services, funding, sources, and community participations. As well, she provides staff training in the areas of clients' rights, developmental disabilities, values, and related topics. Linda provides training to Hope clients in areas of rights, responsibilities, sexual health and safety, leadership skills, etc.

Valerie Tapay- Hope Services Training Manager – 32 years of service

(408) 284-2890

vtapay@hopeservices.org

Valerie Tapay is responsible for training Hope Services personnel on all aspects of working with individuals with developmental disabilities. One of the key subject areas for Hope Services on which Valerie conducts training is emergency preparedness. She also distributes information about additional training resources available to Hope staff. Valerie will provide staff with emergency preparedness printed materials which can be made available to clients and their families if they do not have access to electronic materials, and will provide content and information to be made available electronically to Hope clients and their families.

Hau Nguyen- Hope Services Web Development – 2 years of service

(408) 284-2877

hnguyen@hopeservices.org

Hau Nguyen is responsible for web development and social media at Hope Services. He will be responsible for all posting and distribution of emergency preparedness information via electronic means, including: website, e-mail blasts, and social media.

Project Name	Funding Source	Contact Person	Telephone Number	Amount of Grant/Award
FY 2011-2012				
General				
Operating				
Support	Sobrato Family Foundation	Marjorie Fujiki	(408) 446-0700	\$35,000.00
Community Employment				
Santa Cruz	Community Foundation Santa Cruz County	Christina Cuevas	(831) 477-0800 x213	\$10,000.00
Homesite		Target Community Relations	(800) 591-3869	\$2,000.00
Training	Target Foundation			
Two accessible 8 passenger vans.	FTA Section 5310 Elderly/Disabled Transit Grant	Chuck Gunter	(888) 472-6816	\$135,000.00
Salinas Work				
Activity Center	Sally Hughes Church Foundation	Anne C. Leach	(831) 758-2401	\$5,000.00
e-Waste to Wages startup for all districts	NISH - Ability One Grant	Martin Williams	(703) 560-6800	\$100,000.00
e-Waste to Wages Uniforms				
Monterey	Yellow Brick Road Benefit Shop	Marjorie Nystrom	(831) 626-8480	\$1,000.00
Project Search	Mericos Foundation	Linda Blinkenberg	(626) 441-5188	\$25,000.00
Gifts for Annual Homestart				
Holiday Party	Aruba Networks	Sooyon Pak	(408) 227-4500	\$4,000.00
Community Employment				
Silicon Valley	Milton Joachim Proposal	Peter Joachim	(408) 867-1176	\$20,000.00
Community Employment	George H. Sandy Foundation	Chester MacPhee	(415) 705-7173	\$10,000.00
Advertising for e-Waste to Wages	Central Coast News/KION 1 Million \$ Community Investment	Tom Jones	(831) 784-6415	In-Kind

Community Employment Program	United Way Santa Cruz County	Toni Eaton	(408) 479-5466	\$10,000.00
Consulting fee re Person Centered Thinking Training	Laura Facchini Jimenez Community Partner Fund	Laura Laird	(408) 554-5013	\$1,000.00
Mattress Recycling in South Valley District	Gilroy Foundation	Donna Pray	(408) 842-3727	\$1,000.00
Environmental Stewardship iPads/	South County Environmental Excellence Award	Julie Hutcheson	(650) 968-7243	No \$
Computer Applications for North Valley District	Endue Foundation	Dennis Fahey	(650) 349-9879	\$5,000.00
Mountain View Mattress Recycling Program	Rotary Club of Mountain View	Jim Spangler	(650) 967-5546	\$1,862.00
Expansion				
Early intervention services for 50 children with developmental delays not otherwise qualified to receive services	Santa Clara County School-Linked Services	Shawna Smith	(408) 755-7757	\$45,000.00

Arts class for Mountain View	Kiwanis Club of Los Altos Foundation	Melinda Ray	(415) 988-9900	\$500.00
CAN Hollister CAN & WAP	United Way of San Benito County	Keisha Frost	(831) 465-2205	\$5,000.00
Senior Program	Rotary Club of Los Gatos	Avis LaGrone	No phone # available	\$500.00
Vocational (employment-related) services	United Way Monterey County	Yuri Anderson	(831) 372-8026	\$15,000.00
FY 2012-13				
General				
Operating				
Support	Stella B. Gross Charitable Trust	Arthur Lund	(408) 293-0463	\$5,000.00
Community Employment	Community Foundation Santa Cruz County	Christina Cuevas	(831) 477-0800 x213	\$10,000.00
Mattress				
Recycling in Monterey District:				
Equipment and Supplies	Harden Foundation	María Guerrero	(831) 442-3005	\$10,000.00
Homestart: Spanish language interpreter and registered dietitian/nutritionist services and/or feeding equipment and resources	Mission City Community Fund	Lisa Gilmor	(408) 246-5020	\$3,000.00

Community Employment: Job Coaching	Safeway Foundation	Christy Duncan Anderson	No phone # available	\$10,000.00
W2W Uniforms Monterey	Kiwanis Club of Monterey	Cynthia Rivera	No phone # available	\$1,000.00
General Operating Support	Sobrato Family Foundation	Marjorie Fujiki	(408) 446-0700	\$36,750.00
Spanish interpretation and Nutrition counseling for Homestart in South County District (Gilroy, Hollister, Morgan Hill, and Silver Creek)	Intero Foundation -- Hollister Office	Kristen Jurevich	(831) 801-8206	\$7,500.00
e-Waste to Wages and Clothing Recycling: Establishing and Advertising Collection Sites in each Community	Monterey County Weekly Community Fund of the Community Foundation for Monterey County ("2012 Monterey County GIVES! Campaign")	Katie Eitzen	(831) 394-5656	\$852.99

Homestart: Licensed Clinical Social Worker; nutritionist; Spanish language interpreter; Battelle Developmental Inventory Kits; staff trainings					
Advertising: Re- Wrap of Truck that picks up e- W2W and Mattress donations	The Upiohn California Fund	Cynthia Hertlein	(831) 659-2115		\$1,000.00
Advertising: Re- Wrap of Truck that picks up e- W2W and Mattress donations	Yellow Brick Road Benefit Shop TouchPoint Foundation	Marjorie Nystrom Cindy Labuda	(831) 626-8480 No phone # available		\$2,000.00 \$3,000.00
Senior Program					
Green Businesses in Monterey County (Truck & 2 Used Trailers)	Monterey Peninsula Foundation	Steve John	(831) 649-1533		\$30,000.00
Community Employment SV	Milton Joachim Memorial Trust	Peter Joachim	(408) 867-1176		\$20,000.00

After School Program Mountain View Expansion	Sharks Foundation	Jeff Cefuir	(408) 999-5715	\$25,000.00
Fire extinguishers; art curriculum and supplies	Surf City Kiwanis	De Anne Alcorn	(831) 457-2687	\$1,500.00
General Operating Support	STUF United Fund - Kico Lin donor advised gift	Thomas Chen	(718) 228-1818	\$4,000.00
Homestart nutrition and feeding equipment & training materials	Junior League of San Jose	Sabrina Panetta- Martire	(408) 264-3058	\$5,000.00
MV Emergency Preparedness	Rotary Club of Mountain View	Jim Spangler	(650) 967-5546	\$600.00
Homestart Spanish Interpreter and Nutrition Services	Mission City Community Fund	Lisa Gillmor	(408) 246-5020	\$10,000.00
e-Waste to Wages (6/1/13- 9/30/13)	NISH IWF FY 2013 Continuation Funding	Martin Williams	(703) 560-6800	\$75,000.00
FY 2013-14				
Hollister CAN & WAP	United Way of San Benito County	Keisha Frost	(831) 465-2205	\$5,000
Community Employment	United Way of Santa Cruz County	Toni Eaton	(408) 479-5466	\$7,143
General Operating	Sobrato Family Foundation	Marjorie Fujiki	(408) 446-0700	\$40,000

PAYEE DATA RECORD(Required when receiving payment from the State of California in lieu of IRS W-9)
STD. 204 (Rev. 6-2003)

1	INSTRUCTIONS: Complete all information on this form. Sign, date, and return to the State agency (department/office) address shown at the bottom of this page. Prompt return of this fully completed form will prevent delays when processing payments. Information provided in this form will be used by State agencies to prepare Information Returns (1099). See reverse side for more information and Privacy Statement. NOTE: Governmental entities, federal, State, and local (including school districts), are not required to submit this form.														
2	PAYEE'S LEGAL BUSINESS NAME (Type or Print) Hope Services <hr/> <table style="width: 100%;"> <tr> <td style="width: 60%;">SOLE PROPRIETOR – ENTER NAME AS SHOWN ON SSN (Last, First, M.I.)</td> <td style="width: 40%;">E-MAIL ADDRESS</td> </tr> <tr> <td></td> <td>rabe@hopeservices.org</td> </tr> </table> <hr/> <table style="width: 100%;"> <tr> <td style="width: 50%;">MAILING ADDRESS</td> <td style="width: 50%;">BUSINESS ADDRESS</td> </tr> <tr> <td>30 Las Colinas Lane</td> <td>30 Las Colinas Lane</td> </tr> <tr> <td>CITY, STATE, ZIP CODE</td> <td>CITY, STATE, ZIP CODE</td> </tr> <tr> <td>San Jose, CA 95119</td> <td>San Jose, CA 95119</td> </tr> </table>			SOLE PROPRIETOR – ENTER NAME AS SHOWN ON SSN (Last, First, M.I.)	E-MAIL ADDRESS		rabe@hopeservices.org	MAILING ADDRESS	BUSINESS ADDRESS	30 Las Colinas Lane	30 Las Colinas Lane	CITY, STATE, ZIP CODE	CITY, STATE, ZIP CODE	San Jose, CA 95119	San Jose, CA 95119
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San Jose, CA 95119	San Jose, CA 95119														
3	ENTER FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN): 9 4 - 1 3 9 9 2 8 7		NOTE: Payment will not be processed without an accompanying taxpayer I.D. number.												
PAYEE ENTITY TYPE CHECK ONE BOX ONLY	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> ESTATE OR TRUST </div> <div style="width: 45%;"> CORPORATION: <input type="checkbox"/> MEDICAL (e.g., dentistry, psychotherapy, chiropractic, etc.) <input type="checkbox"/> LEGAL (e.g., attorney services) <input checked="" type="checkbox"/> EXEMPT (nonprofit) <input type="checkbox"/> ALL OTHERS </div> </div> <hr/> <input type="checkbox"/> INDIVIDUAL OR SOLE PROPRIETOR ENTER SOCIAL SECURITY NUMBER: <table style="display: inline-table; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> </tr> </table>														
(SSN required by authority of California Revenue and Tax Code Section 18646)															
4	PAYEE RESIDENCY STATUS <input checked="" type="checkbox"/> California resident - Qualified to do business in California or maintains a permanent place of business in California. <input type="checkbox"/> California nonresident (see reverse side) - Payments to nonresidents for services may be subject to State income tax withholding. <div style="margin-left: 40px;"> <input type="checkbox"/> No services performed in California. <input type="checkbox"/> Copy of Franchise Tax Board waiver of State withholding attached. </div>														
5	I hereby certify under penalty of perjury that the information provided on this document is true and correct. Should my residency status change, I will promptly notify the State agency below. <table style="width: 100%;"> <tr> <td style="width: 65%;">AUTHORIZED PAYEE REPRESENTATIVE'S NAME (Type or Print)</td> <td style="width: 35%;">TITLE</td> </tr> <tr> <td>Ray Abe</td> <td>Vice President/CFO</td> </tr> </table> <hr/> <table style="width: 100%;"> <tr> <td style="width: 35%;">SIGNATURE</td> <td style="width: 30%;">DATE</td> <td style="width: 35%;">TELEPHONE</td> </tr> <tr> <td></td> <td>07/25/2013</td> <td>(408) 284-2883</td> </tr> </table>			AUTHORIZED PAYEE REPRESENTATIVE'S NAME (Type or Print)	TITLE	Ray Abe	Vice President/CFO	SIGNATURE	DATE	TELEPHONE		07/25/2013	(408) 284-2883		
AUTHORIZED PAYEE REPRESENTATIVE'S NAME (Type or Print)	TITLE														
Ray Abe	Vice President/CFO														
SIGNATURE	DATE	TELEPHONE													
	07/25/2013	(408) 284-2883													
6	Please return completed form to: Department/Office: _____ Unit/Section: _____ Mailing Address: _____ City/State/Zip: _____ Telephone: (____) _____ Fax: (____) _____ E-mail Address: _____														



**American
Red Cross**
Silicon Valley Chapter

San Jose Office
2731 North First Street
San Jose, CA 95134
Tel (408) 577-1000
Fax (408) 577-2050

Palo Alto Office
400 Mitchell Lane
Palo Alto, CA 94301
Tel (650) 688-0415
Fax (650) 330-0525

Toll Free (877) 727-6771

www.siliconvalley-redcross.org

7/19/2013

David Grady, Executive Director
State Council on Developmental Disabilities Area Board 7
2580 N. First Street, Suite 240
San Jose, CA 95131

Re: In Support of Hope Services' Cycle 36 Program Development Grant Proposal

Dear Mr. Grady,

I am writing today in support of Hope Services' Area Board 7 Cycle 36 Program Development Grant proposal requesting funding for emergency preparedness.

The American Red Cross Silicon Valley Chapter serves almost two million people in Santa Clara County. Founded in January 2009 with the merger of the Palo Alto Area and Santa Clara Valley chapters, the American Red Cross Silicon Valley Chapter is a non-profit, humanitarian organization that depends on the generous contributions of time and money from local Santa Clara County residents and companies to provide services and programs that help our community prevent, prepare for and respond to emergencies.

Led by volunteers and supported by community donations, the American Red Cross Silicon Valley Chapter is part of a nationwide network of approximately 710 locally supported chapters dedicated to saving lives and helping people prevent, prepare for and respond to emergencies.

Hope Services is requesting Area Board 7 funding to advise area residents with disabilities and their families on emergency preparedness. Additionally, it is vital for organizations, especially those serving special needs or otherwise vulnerable populations, to have the necessary equipment and supplies on hand to safely shelter in place for up to 72 hours in the event of an emergency; Hope Services requests funding to be adequately prepared for such an emergency.

Hope Services brings 61 years of experience in assisting people with developmental disabilities to live, work, and participate fully in their communities. During the time of disaster, Hope Services will be a key partner as the American Red Cross Silicon Valley Chapter works to bring emergency response to our community members with disabilities.

I highly recommend your consideration of Hope Services' application for funding for emergency supplies and information dissemination under Area Board 7's Cycle 36 Program Development Grant program.

Sincerely,

Tom Busk

Director Community Preparedness, Response & Partnerships



David Grady, Executive Director
State Council on Developmental Disabilities Area Board 7
2580 N. First Street, Suite 240
San Jose, CA 95131

7/19/2013

Re: In Support of Hope Services' Cycle 36 Program Development Grant Proposal

Dear Mr. Grady,

I am writing today in support of Hope Services' Area Board 7 Cycle 36 Program Development Grant proposal requesting funding for emergency preparedness.

Hope Services has been an active member of the Collaborative Agencies Disaster Relief Effort (CADRE) for several years. CADRE is a coalition of community-based organizations from Palo Alto to Gilroy in Santa Clara County. In the event of a disaster, these organizations act in concert to develop a prepared and coordinated response to emergency needs in our communities.

CADRE complements the county's major relief systems with an emphasis on special needs populations (e.g., visually, physically, or developmentally impaired, and non-English speaking.) CADRE is written into the Santa Clara County Emergency Plan, as well as other jurisdictions' emergency plans. In the event of a disaster, CADRE activates its workstation at the Santa Clara County/Operational Area Emergency Operations Center.

One of the most important parts of the Plan concerns citizen preparedness; Hope Services requests Area Board 7 funding to advise area residents with disabilities and their families on emergency preparedness. Additionally, it is vital for organizations, especially those serving special needs or otherwise vulnerable populations, to have the necessary equipment and supplies on hand to safely shelter in place for up to 72 hours in the event of an emergency; Hope Services requests funding to be adequately prepared.

Hope Services brings 61 years of experience in assisting people with developmental disabilities to live, work, and participate fully in their communities. During the time of disaster, Hope Services will be a key partner as CADRE works to bring emergency response to our community members with disabilities.

I highly recommend your consideration of Hope Services' application for funding for emergency supplies and information dissemination under Area Board 7's Cycle 36 Program Development Grant program.

Sincerely,

Dennis Kempel
CADRE (Collaborating Agencies' Disaster Relief Effort)
Administrative Coordinator
2731 North First Street
San Jose, CA 95131
(408) 577-2175
cadrescco@gmail.com
<http://www.cadresv.org>



July 25, 2013

Mr. David Grady, Executive Director
State Council on Developmental Disabilities Area Board 7
2580 N. First Street, Suite 240
San Jose, CA 95131

Re: In Support of Hope Services' Cycle 36 Program Development Grant Proposal

Dear Mr. Grady,

I am writing today in support of Hope Services' Area Board 7 Cycle 36 Program Development Grant proposal requesting funding for emergency preparedness.

Housing Choices Coalition is an organization that supports people with developmental disabilities in securing affordable housing. People with disabilities, like everyone else, need to have stable, affordable and permanent housing. Unlike everyone else, they need help to make it happen. As you may know, most people with intellectual disabilities have very low incomes, often limited to their social security benefits. With the increasingly high cost of housing in Santa Clara, Santa Cruz, and Monterey Counties, it has become virtually impossible to find safe, decent housing they can afford. In most cases, the average rent for a one-bedroom apartment requires most or all of the person's monthly income. In some cases, all of the monthly income would not cover the entire rent. As a result, they would not be able to afford the costs of creating an emergency preparedness kit.

Hope Services is requesting Area Board 7 funding to advise area residents with disabilities and their families on emergency preparedness, a critical component of emergency planning. Additionally, it is vital for organizations, especially those serving special needs or otherwise vulnerable populations, to have the necessary equipment and supplies on hand to safely shelter in place for up to 72 hours in the event of an emergency; Hope Services requests funding to be adequately prepared for such an emergency.

Hope Services brings 61 years of experience in assisting people with developmental disabilities to live, work, and participate fully in their communities. I highly recommend your consideration of Hope Services' application for funding for emergency supplies and information dissemination under Area Board 7's Cycle 36 Program Development Grant program.

Sincerely,


Jan Stokley
Executive Director

Monterey County
21 Brennan Street, #18
Watsonville, CA 95076
(408) 222-3954 • (408) 222-3956

Santa Clara County
30 Las Colinas Lane
San Jose, CA 95119
(408) 284-0990 • (408) 284-4225
www.housingchoices.com

Santa Cruz County
21 Brennan Street, #18
Watsonville, CA 95076
851-722-3955 • (408) 222-3956



Date 7/22/2013

RECEIVED JUL 23 2013

SANTA CLARA COUNTY

300 Orchard City Drive
Suite 170
Campbell, CA 95008
P.O. Box 50002
San Jose, CA
95150-0002
Tel: 1(408) 374-9960
Fax: 1(408) 376-0586

David Grady, Executive Director
State Council on Developmental Disabilities Area Board 7
2580 N. First Street, Suite 240
San Jose, CA 95131

Re: In Support of Hope Services' Cycle 36 Program Development Grant Proposal

Dear Mr. Grady,

I am writing today in support of Hope Services' Area Board 7 Cycle 36 Program Development Grant proposal requesting funding for emergency preparedness.

**SOUTH SANTA CLARA AND
SAN BENITO COUNTY**

7855 Wren Avenue
Suite A
Gilroy, CA 95020
Tel: 1(408) 846-8805
Fax: 1(408) 846-5140

San Andreas Regional Center is a community-based, private nonprofit corporation that is funded by the State of California to serve people with developmental disabilities as required by the Lanterman Developmental Disabilities Act. The Lanterman Act is part of California law that sets out the rights and responsibilities of persons with developmental disabilities. San Andreas is one of 21 Regional Centers throughout California, and serves individuals and their families who reside within Monterey, San Benito, Santa Clara, and Santa Cruz Counties.

MONTEREY COUNTY

344 Salinas Street
Suite 207
Salinas, CA 93901
Tel: 1(831) 759-7500
Fax: 1(831) 424-3007

Hope Services is requesting Area Board 7 funding to advise area residents with disabilities and their families on emergency preparedness, a critical component of emergency planning. Additionally, it is vital for organizations, especially those serving special needs or otherwise vulnerable populations, to have the necessary equipment and supplies on hand to safely shelter in place for up to 72 hours in the event of an emergency; Hope Services requests funding to be adequately prepared for such an emergency.

SANTA CRUZ COUNTY

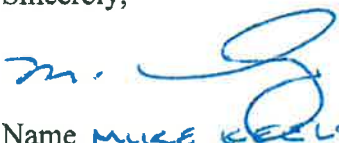
1110 Main Street
Suite 8
Watsonville, CA 95076
Tel: 1(831) 728-1781
Toll Free
within Santa Cruz County
1(831) 688-7633
Fax: 1(831) 728-5514

Hope Services brings 61 years of experience in assisting people with developmental disabilities to live, work, and participate fully in their communities. I highly recommend your consideration of Hope Services' application for funding for emergency supplies and information dissemination under Area Board 7's Cycle 36 Program Development Grant program.

Sincerely,

www.sarc.org

Member of the Association
of Regional Center Agencies


Name **MIKE KEELY**
Title **DIRECTOR CONSUMER SERVICES**
San Andreas Regional Center
300 Orchard City Drive, Suite 170
Campbell, CA 95008
Phone Number
E-Mail Address
www.sarc.org

"Consumers First Through Service, Advocacy, Respect and Choice"

Serving Persons with Developmental Disabilities

07-36-01

Proposal Checklist

Program Development Grant Request for Proposal Federal Fiscal Year 2014 - Cycle 36

In completing this form, the proposer acknowledges that the following items are Included in the proposal, in accordance with the instructions provided in the RFP. This checklist should be included with the proposal package.

Check box below to indicate inclusion in proposal

- X Cover Letter
- X Project Data Sheet
- X Project Narrative (not to exceed 8 pages)
- X Budget Detail Worksheet (including description of identified expenses)
- X Continuation of Funding Letter, if applicable.
- X Organization Chart
- X Curricula Vitae/Resumes and position descriptions, as applicable
- X List of Previous Grants/Awards
- X Payee Data Record Form
- X (3) Letters of Support
- X Proposal Checklist



Kern Assistive Technology Center

Respectfully promoting independence and enhancing lives through technology and partnerships.

AB8

State Council on Developmental Disabilities
770 E. Shaw Ave. Suite 123
Fresno, Ca, 93710

To Grant Review Committee,

Kern Assistive Technology Center has benefited from the Program Development Grant through the State Council on Developmental Disabilities before. Almost ten years ago Kern Regional Center received a SCDD PDG grant that helped found Kern Assistive Technology Center in this community. We have come a long way since, but would not be here without your help.

Once again we are asking for your support to help us improve the lives of people with developmental disabilities. We are organizing the 2nd Annual Regional AT Conference to be held in February or March of 2014 in Bakersfield. The date will be finalized in August once we've identified the availability of a venue and keynote speaker.

The conference will focus on providing training to people with disabilities and those who serve them in the latest assistive technology services and supports provided.

We would love to be able to share information with the consumers served through the Area VII Board to help publicize this outstanding opportunity.

Please consider providing us with this much needed support.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Aaron', followed by a long, horizontal, wavy line.

Aaron Markovits
Executive Director

2600 F Street • Bakersfield, Ca.93301
Voice (661)861-1346 • FAX (661) 861-8839

PROJECT DATA SHEET

1. Applicant Information

Project Number: <i>(Assigned by Council)</i>		
Application Number: <i>(Assigned by Council)</i>		
Project Name <i>(55 characters)</i> :	KATC Regional AT Conference	
Organization Name:	Kern Assistive Technology Center	
Organization Website:	www.kernatcenter.org	
Organization Address:	2600 F Street	
Organization City/State:	Bakersfield/CA	
Organization Zip Code:	93301	
Taxpayer ID Number:	80-0073571	
Project Period: <i>(Month /Day/Year)</i>	Start Date 10/1/2013	End Date 3/31/2014
Council Member: <i>(Assigned by Council)</i>		
Council Staff: <i>(Assigned by Council)</i>		

2. Project Information

(Choices are: Non-profit, School District, County, Government Corporation, Tribal Government, For-profit, City / Town, State, Special or Regional Authority, State P & A Agency, University Center, or Other)

Type of Applicant:	Non-Profit
Type of Project: <i>(Assigned by Council)</i>	

3. Project Funding Formula

TOTAL PROJECT COSTS	COUNCIL FUNDS	APPLICANT MATCHING FUNDS
\$15,700.00	Amount: \$10,000.00 Percentage: 63.69%	Amount: \$5,700.00 Percentage: 36.31%
Grant Type (Poverty or Non-Poverty)	Poverty Area	

4. Contact Information:

Name of Project Director:	Aaron Markovits
Title:	Executive Director
Telephone:	(661) 861-1346
Fax:	(661) 861-8839
Email:	aaron@kernatcenter.org

☒ Check if Same as Project Director

Name of Financial Officer:	Aaron Markovits
Title:	Executive Director
Telephone:	(661) 861-1346
Fax:	(661) 861-8839
Email:	aaron@kernatcenter.org

5. Signatory Authority:

☒ Check if same as Project Director

Name of Organization Director:	Aaron Markovits
Title:	Executive Director
Telephone:	(661) 861-1346
Fax:	(661) 861-8839
Email:	aaron@kernatcenter.org
Date:	7/25/13

Project Narrative

1. Abstract

The second annual Regional AT Conference will educate people with disabilities, their families, and professionals that support them. The conference will include a national recognized key note speaker who is an expert in the field of service delivery to people with disabilities. The topic covered will include serving the Assistive Technology needs of students with special needs in an educational setting. It will be held at a hotel in Bakersfield in February or March of 2014. The conference will also feature a series of at least 3 different workshops that will address the needs of at least 30 family members and people with disabilities.

2. Qualifications

The mission of Kern Assistive Technology Center (KATC) is to provide people with disabilities access to modern technology, equipment and services to help them improve their quality of life by becoming more independent at home, school, work and in the community. KATC began as collaboration between local special education agencies and the Kern Regional Center in the mid 1990's. In the late 1990's, special education laws changed to require inclusion of Assistive Technology (AT) in every Individual Education Plan.

It was soon realized that no one agency could meet all the assistive technology needs on their own, resulting in the founding of KATC. In 2001, KATC received a capacity building grant from the California Community Technology Foundation. A business plan was developed and it was determined to incorporate as a non-profit. Tax exempt status was received from the IRS and the State Franchise Board in 2003. KATC provides assistive technology services, promotes awareness, and supports research for the disabled communities in order to enhance quality of life by promoting independence, opportunity and equality. We provide services to anyone living in Kern County with a disability, their families and professionals who work with the disabled.

This is the second year we've done a Regional Assistive Technology Project. KATC collaborates with local school districts, agencies that serve

people with disabilities, and businesses with a vested interest in serving people with disabilities to address the needs of our community. We were established as a non profit organization in 2003 and continue to serve our community strong in 2013 and beyond!

Last year we had a goal of 50 people attending our conference. It was held at the Kern Regional Center. Our first year we had an assistive technology user panel that included parents and individuals with developmental disabilities, and a contractor specializing in remodeling bathrooms for people with disabilities. We also invite businesses that distribute or manufacture devices and equipment to display their products and services for attendees. All who attend will learn more about the resources available in our region to serve their needs.

We had a keynote speaker, Eric Sailers, a Speech Therapist and App Developer who taught about using the iPad for people with special needs. The target population for the conference was school professionals who work with students with special needs. We also had Regional Center Vendors, Independent Living Center Staff, KRC clients, and family members of KRC Clients attend. We had people travel from out of area to attend as well. In total 85 people attended. There was barely enough room at the facility to hold the crowd.

Our staff has extensive experience working with people with developmental disabilities, in fact one of our staff is a person with a developmental disability himself. The conference planning committee consists of the Executive Director of KATC, the Coordinator for the Kern County Consortium SELPA, a Program Coordinator from Panama Buena Vista School District, a retired Executive of Kaiser Permanente, a Speech Language Pathologist from Kern High School District, a Special Education Teacher from Kern High School District, and Program Coordinator of HEARTS Connection. KATC staff will also support the conference planning and implementation.

3. Methodology

For the Conference this year we would like to change the focus a little bit to be broader while still maintaining the quality. The keynote will focus on AT Service Delivery in a school setting. At the time of this writing we are narrowing down the list of desired keynote speakers. We are also working

with the Bakersfield Visitors and Convention Bureau to identify an amazing location to host this event.

The first Conference planning meeting will occur in August. We have all the forms we used from last year and will accept registrations online, by fax or in person again this year. The committee will invite businesses that provide services to people with disabilities to display their products to people in attendance.

Local professionals will assist us in distributing information about the conference to potential attendees. We will use our relationship with the AT Network and other Device Lending Libraries to market our conference and draw speakers of a high quality from out of town to present. We will also use local talent to present break out sessions as well. Topics will include things like Assistive Technology in the Classroom, Home Modification, Vehicle Modifications, AAC Devices, using iPad apps to communicate, etc.

This conference will educate individuals with developmental disabilities and their families to become aware of their rights and receive the supports and services they are entitled to by law across the lifespan. We anticipate at least 30 family clients and/or family members of people with developmental disabilities to attend. The funding from this grant will allow them to attend at no cost. We also anticipate another 80 professionals from education, service providers to people with developmental disabilities, and rehabilitation facilities to attend the conference as well.

In working with hundreds of family members over the 10 years we've been in existence we've found very few know they can request an AT Evaluation as part of their child's IEP. We find even less that are well educated about the different options their family member has when it comes to the amount of technology available to assist a person with a developmental disability to read, write, or talk. The target market includes people with developmental disabilities, their families and professionals who support people with disabilities in the school setting and community.

People from Kern, Kings, Tulare, and Fresno Counties will be invited to come to the conference. We will advertise in local newspapers and share information through affiliations and networks to recruit them to come. All of these counties are in federally identified poverty areas.

People with developmental disabilities and their families will be invited to attend the conference. We will identify a few advocates who are people with disabilities and recognized leaders from the community to lead breakout sessions of the conference as well. They will be asked to share their experiences acquiring and using AT in their life.

The conference will have at least 3 strands of break out sessions this year. One strand will emphasize products and services for people with disabilities. This strand will include at least one workshop on rights of supports and services available across the lifespan. We will invite representatives to cover all areas of a person's life including early intervention, transition to school, education, transition to adult life, adult services and supports, and senior services and supports.

4. Outcomes & Evaluation

The topics covered in the workshops and keynote address will help at least 30 clients/families of people with disabilities and at least 80 other people:

- 1) People with developmental disabilities know what resources are available to them in their community to meet their technology needs.
- 2) Have the opportunity to connect with others in their community with similar needs.
- 3) Have the opportunity to receive top notch training from a nationally recognize expert in the field of Assistive Technology.
- 4) Have the opportunity to meet with advocates who can assist them with acquiring the Assistive Technology services and supports they need from various systems available to them.

On the registration form, we will ask people to identify themselves as client of family member of a person with a developmental disability. That number will be counted and reported.

We will do a conference evaluation to measure the success of the conference and gain new ideas for the coming year.

The annual conference will be supported from sponsorships, registration costs and other funders.

4100 - State Council on Developmental Disabilities
Grant Budget Detail Sheet
October 1, 2013 thru September 30, 2014

<u>Category of Expense</u>	<u>SCDD Grant Funds</u>	<u>Other Funds</u>	<u>Total Project Costs</u>
Salaries and Wages			
1) Project Director	\$2,500	\$0	\$2,500
2)	\$0	\$0	\$0
3)	\$0	\$0	\$0
4)	\$0	\$0	\$0
Subtotal Salaries and Wages	\$2,500	\$0	\$2,500
Fringe Benefits	\$500	\$0	\$500
Consultant / Subcontracted Services			
1)	\$0	\$0	\$0
2)	\$0	\$0	\$0
3)	\$0	\$0	\$0
Subtotal Consultant / Subcontracted Services	\$0	\$0	\$0
Registration	\$0	\$0	\$0
Office Supplies	\$250	\$0	\$250
Printing/Advertising	\$2,400	\$0	\$2,400
Space Occupancy / Rent	\$1,200	\$0	\$1,200
Equipment	\$0	\$0	\$0
Food	\$0	\$5,200	\$5,200
Speaker Fees	\$2,000	\$500	\$2,500
Postage	\$500	\$0	\$500
Decorations	\$650		\$650
Totals	\$10,000	\$5,700	\$15,700

Salaries and Wages= Project Director will coordinate the conference planning and implementation.
 Fringe Benefits=20% of the Total Salary charged to the Grant

Office Supplies=Various supplies use by office staff to coordinate meetings and promote the conference.

Printing/Advertising=Promotional materials used to advertise the conference including color-flyer program, advertisements in local newspapers, and conference

Space Occupancy/Rent=Cost of renting hotel space for the conference, includes room rental and A/V rental

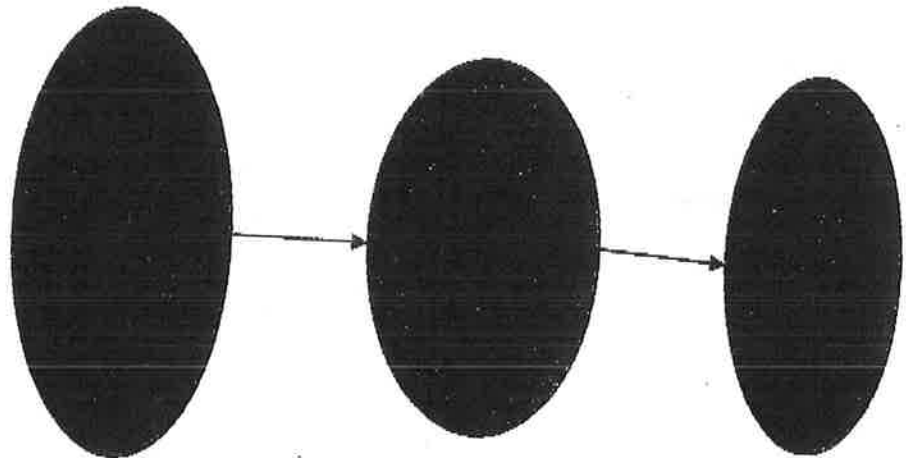
Speaker Fees=Amount paid to keynote speaker. This fee has not been negotiated yet. If budget allows, could use some of these funds to reimburse california residents who speak at our conference for travel as well.

Postage=Cost of postage used to publicize the conference to presenters and attendees.

Decorations=cost associated with decorating the conference tables, etc. Could include cost of awards given to recognize contributions to people with disabilities.

In Kind Support=Will come from revenue charged to professionals attending the conference who are not clients of a Regional Center or family members of Regional Center Clients, ie Special Education Professionals and/or Service Providers to people with disabilities.

KATC Regional AT Conference 2014 Organizational Chart



Aaron Markovits

10108 Rain Check Dr.
Bakersfield, Ca, 93312
(661) 706-8651

OBJECTIVE: Continue to pursue life long learning in a challenging position to enhance lives of people who are in need.

ABILITIES

Computer-Understanding of Computers and common Microsoft Applications.

Leadership- Founder and Director of Kern Assistive Technology Center, Founder and Chair of HIRE Committee, Development and implementation of new programs, working collaboratively with multiple organizations and individuals to achieve common goals.

Management- Supervising, hiring, evaluating staff, new program development and resource development, creating and monitoring budgets.

Team Player- Participation in group projects that lead to productive outcomes.

Training- Developed training workshops in assisted technology and self-advocacy.

Strong People Skills- Experience with elderly, developmentally disabled, homeless, and children. Experienced with negotiating for clients.

EDUCATION/MEMBERSHIPS

Certificate of Assistive Technology
Kern Assistive Technology Center

Bachelor of Science, Business Administration concentration: Human Resource Management
California State University Bakersfield, Bakersfield, California

Master of Art, Organizational Leadership
Regent University, Virginia Beach, Virginia.

Memberships, Rotary Club of Bakersfield East, Toastmasters

EMPLOYMENT

2012-Present Executive Director, Kern Assistive Technology Center

Responsible for management of a private non profit agency. Supervision, recruitment, discipline, and development staff and volunteers New services development. Grant writing. Operational and Human Resource management. Reports to KATC Board of Directors.

2004-Present Project Director, Kern Regional Center

Responsible for establishment and management of a private non profit agency. Supervision, recruitment, discipline, and development staff and volunteers. Provided leadership in developing programs to assist clients of Kern Regional Center start their own businesses by locating necessary services and supports. Collaborated with other organizations and businesses in areas that lead to employment for people with disabilities. Organized and lead meetings, facilitate communication between participating agencies/individuals, manage events.

1997-2004 Service Coordinator, Kern Regional Center

Provided case-management and assist in money management of clients and families. Support Staff member of People First of Kern County. Represent KRC for Kern Assistive Technology Center, Thanksgiving basket drive, and the Power User's Group.

1995-97 Casemanager, SVS Employ America

Provided case management for developmentally disabled clients in Vocational Rehabilitation component of vocational skills training program. Completed Vocational assessments and developed goals and completed monthly reports in collaboration with an Interdisciplinary Team consisting of a client and family, DOR counselor, and KRC service coordinator. Supervised clients on trip and in vocational training setting.

1994-95 Job Coach, Alternative Vocational Services

Developed and implemented plans and goals for developmentally disabled adult clients living in apartments or there own home. Trained people in independent living skills including budgeting, shopping, cleaning, hygiene, etc.

1994 Social Services Designee, Parkview Real Skilled Nursing Facility

Attended to psychosocial needs of residents by arranging for group therapy, completing initial social assessments of residents, tracking personal inventory, and arranging for psychiatric treatment and follow up, when needed. Participated as part of a multi-disciplinary teams during care-plan meetings.

VOLUNTEER EXPERIENCE**1994-2010 Assist/Lead with Homeless Ministry**

During my involvement with the ministry it has grown from three servants and a handful of homeless people to over 60 servants and more than 120 homeless on average per night. Ministered to homeless in prayer, by reading and teaching the word, and leading music. Assisted in leading worship and involving high school students in the ministry.

2000 Team Leader for Westbrook Chapel Team.

Worked with leadership at Westbrook to recruit and publicize team activities. Coordinated with other team leaders from other churches going on the same trip and Children to Love Staff. Initiated team meetings, completed agenda's for meetings, led worship and organized joint meetings and activities with the other two teams attending camp at the same time as WBC. Coordinated fundraising efforts with team members and other team leaders to help raise funds for the trip and to help kids get to camp.

1991-93 Officer of the Circle K Club at CSUB.

Learned leadership and organizational skills by applying what had been taught in time management classes in college. Served as treasurer, vice president. Then served as president of the club. Organized fundraisers, service projects, attended conferences, and motivated other volunteer members.



Kern Assistive Technology Center

Respectfully promoting independence and enhancing lives through technology and partnerships.

Previous Grants Awarded

Funder	Proposed Work	Work Completed	Amount Awarded/Expended
Catholic Healthcare West	Early Education Technology Project	Placed 8 computers in classrooms in Bakersfield City School District sites. Trained teachers to use software for students with special needs.	KATC received \$29,276 on January 2011
Catholic Healthcare West-Sister Phyllis Hughes	Loan Library	Used funds to purchase equipment for KATC's Device Lending Library.	KATC received \$ 5,000 on January 2011
Bank of the Sierra	Loan Library	Funds used to purchase equipment for KATC's Device Lending Library	KATC received \$1,500 in January 2012
CAMS Bakersfield, LLC	Program Support	Unrestricted support to KATC's programs and services.	KATC received \$500 in January
California Communications Access Foundation	Loan Library	Provided assessments, training, and consultation to people with disabilities with communication disorders. Purchased additional equipment for KATC's Device Lending Library	KATC received \$35,249 in 2012-2013.
Harry and Ethel West and Ben and Gladys Arkelian Foundations	Loan Library	To purchase equipment for KATC's Device Lending Library	\$500 received in August, 2011. \$500 more received in 2013.
Junior League of Bakersfield	Loan Library	To purchase equipment for KATC's Device Lending Library.	\$2,000 awarded in early 2013.

STATE OF CALIFORNIA-DEPARTMENT OF FINANCE

PAYEE DATA RECORD(Required when receiving payment from the State of California in lieu of IRS W-9)
STD. 204 (Rev. 8-2003)

1	INSTRUCTIONS: Complete all information on this form. Sign, date, and return to the State agency (department/office) address shown at the bottom of this page. Prompt return of this fully completed form will prevent delays when processing payments. Information provided in this form will be used by State agencies to prepare Information Returns (1099). See reverse side for more information and Privacy Statement.		
2	NOTE: Governmental entities, federal, State, and local (including school districts), are not required to submit this form. PAYEE'S LEGAL BUSINESS NAME (Type or Print) Kern Assistive Technology Center SOLE PROPRIETOR - ENTER NAME AS SHOWN ON SSN (Last, First, M.I.) _____ E-MAIL ADDRESS _____ aaron@kernatcenter.org MAILING ADDRESS BUSINESS ADDRESS 2600 F Street Same CITY, STATE, ZIP CODE CITY, STATE, ZIP CODE Bakersfield, Ca, 93301 _____		
3 PAYEE ENTITY TYPE CHECK ONE BOX ONLY	ENTER FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN): 80-0073571 <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> ESTATE OR TRUST CORPORATION: <input type="checkbox"/> MEDICAL (e.g., dentistry, psychotherapy, chiropractic, etc.) <input type="checkbox"/> LEGAL (e.g., attorney services) <input type="checkbox"/> EXEMPT (nonprofit) <input type="checkbox"/> ALL OTHERS <input type="checkbox"/> INDIVIDUAL OR SOLE PROPRIETOR ENTER SOCIAL SECURITY NUMBER: - - - - - <small>(SSN required by authority of California Revenue and Tax Code Section 18648)</small>		NOTE: Payment will not be processed without an accompanying taxpayer I.D. number.
4 PAYEE RESIDENCY STATUS	<input checked="" type="checkbox"/> California resident - Qualified to do business in California or maintains a permanent place of business in California. <input type="checkbox"/> California nonresident (see reverse side) - Payments to nonresidents for services may be subject to State income tax withholding. <input type="checkbox"/> No services performed in California. <input type="checkbox"/> Copy of Franchise Tax Board waiver of State withholding attached.		
5	I hereby certify under penalty of perjury that the information provided on this document is true and correct. Should my residency status change, I will promptly notify the State agency below. AUTHORIZED PAYEE REPRESENTATIVE'S NAME (Type or Print) Aaron Markovits TITLE _____ Executive Director SIGNATURE DATE TELEPHONE 07/25/2013 (661) 861-1346		
6	Please return completed form to: Department/Office: _____ Unit/Section: _____ Mailing Address: _____ City/State/Zip: _____ Telephone: () _____ Fax: () _____ E-mail Address: _____		



July 25, 2013

**SPECIAL EDUCATION
LOCAL PLAN AREA**
S E L P A

1300 17TH STREET - CITY CENTRE
BAKERSFIELD, CA 93301
661-636-4801
TDD: 661-636-4800
FAX: 661-636-4810

State Council on Developmental Disabilities
770 East Shaw Avenue
Suite 123
Fresno, CA 93710

Grant Review Committee:
PARTICIPATING DISTRICTS:

Arvin Union ■ Beardsley ■
Belridge ■ Blake ■ Buttonwillow
Union ■ Caliente Union ■ Delano
Union ■ Delano Joint Union High
■ Di Giorgio ■ Edison ■ El Tejon
Unified ■ Elk Hills ■ Fairfax ■
Fruitvale ■ General Shafter ■
Greenfield Union ■ Grimmway
Academy Charter ■ KCSOS ■
Kernville Union ■ Lakeside Union
■ Lamont ■ Linus Valley ■ Poso
Flat Union ■ Lost Hills Union
■ Maple ■ Maricopa Unified ■
McFarland Unified ■ McKittrick
■ Midway ■ Mojave Unified ■
Murac Unified ■ Norris ■ Panamint
■ Buena Vista Union ■ Paramount
Erud Academy Charter ■ Pond
Union ■ Richland ■ Ridgecrest
Charter ■ Rio Bravo ■ Greeley
Union ■ Rosedale Union ■
Semitropic ■ South Fork Union ■
Southern Kern Unified ■ Standard
■ Taft City ■ Taft Union High ■
Tehachapi Unified ■ Vineland ■
Wasco Union ■ Wasco Union High

The Kern County Consortium SELPA fully supports Kern Assistive Technology Center's vision for rich and full lives for people with disabilities and their families. As one of the original organizations that participating in the establishment of KATC, we have a long standing and constructive relationship with the organization. KATC provides vital services to students with special needs and their families in our community.

KATC continues to grow and expand service opportunities for families and professionals who care for and support students with special needs. It is our pleasure to support the Kern Assistive Technology Center's annual conference. The KATC conference will provide useful and valuable information to people with disabilities and their family members. The SELPA believes individuals and families will benefit from understanding how to utilize the services and supports they are entitled to across their lifespan.

The Kern County Consortium SELPA supported the first annual conference *APP-ily Ever After* last year and it was an amazing success. We will assist in sharing information about the 2014 conference with families and professionals who will be interested in attending. SELPA will also assist with the organizing and planning of the conference again this year.

If you have any questions, please contact me at the Office of the Kern County Superintendent of Schools, 636-4884.

Sincerely,

Troy Tickle, Coordinator
Kern County Consortium SELPA

K E R N C O U N T Y C O N S O R T I U M

A PROGRAM ADMINISTERED BY THE OFFICE OF CHRISTINE LIZARDI FRAZIER
KERN COUNTY SUPERINTENDENT OF SCHOOLS



8302 Espresso Dr.
Bakersfield, CA 93312
Phone: (661) 377-1700
Fax: (661) 377-1707
Website: myTERRIO.org

July 24, 2013

Terrio Physical Therapy & Fitness, Inc. is a leader in rehabilitation therapy and sports training in Kern County. In addition to working with people who have experienced an injury that requires rehabilitation and treatment, we have a commitment to serving people who are born with disabilities demonstrated through relationships with other organizations in our community including the League of Dreams, Meet Your Neighbors, Rolling Chariots, and Kern Regional Center. Our physical and occupational therapists along with other expert staff work with children with disabilities every day so we know the population well.

KATC provides needed services to people with disabilities and their families in our community. The organization is emerging as a well-respected service provider in our community. I recommend you support the Kern Assistive Technology Center's annual conference as it will assist people with developmental disabilities and their families become aware of their rights and receive the supports and services they are entitled to by law across the lifespan.

You will be doing the community a great service by supporting this conference.

Sincerely,

Ken Beurmann, CEO
TERRIO Therapy & Fitness, Inc.
(661) 578-8240
kbeurmann@terriotherapy.org



H.E.A.R.T.S. Connection
Family Resource Center / Network

3101 N. Sillect Avenue
Suite 115
Bakersfield, CA 93308
661-328-9055
800-210-7633

25 July 2013

To Whom it May Concern

H.E.A.R.T.S. Connection supports the vision Kern Assistive Technology Center has for people with disabilities and their families. We have collaborated on projects in the past and find the relationship between the two organizations to be helpful to each. H.E.A.R.T.S. Connection has worked with KATC for most of the time Kern Assistive Technology Center has been in existence.

From time to time different projects come along that serve people with disabilities and their families, that we support. It is with pleasure that we add the Kern Assistive Technology Center's annual conference. We believe more families need to understand the services and supports they are entitled to across their lifespan and that this conference will provide useful information to people with disabilities and their family members.

We will assist in sharing information about the 2014 Conference with people who could be interested in attending.

Sincerely,

Dian Schneider, Program Coordinator

H.E.A.R.T.S. Connection FRC/FEC

661-328-9055 ext. 222

"Serving Special Families"



PROPOSAL TO THE STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Healthy Relationships Curriculum Project

SCDD Program Development Grant, Cycle 36, Area Board 9

1. ABSTRACT

PathPoint (formerly *Work Training Programs, Inc.*) is a 501(c)(3) public benefit organization dedicated to helping people with disabilities or disadvantages reach their fullest potential. It is the intent of this proposal to launch **PathPoint's Healthy Relationships Curriculum Project** to use the paid peer trainer model to support the educational needs of adults with developmental disabilities regarding healthy relationships and sexuality. The human right to healthy social and sexual relationships for people with developmental disabilities has long been ignored and historically-dismissed, putting them at greater risk of being sexually abused or victimized. This project would provide self-advocates and support personnel with opportunities for the development of expertise in the areas of healthy relationships and abuse prevention, based on the healthy relationships curricula *Respect Yourself* and *Me and You* developed by the We Care A Lot Foundation. The Healthy Relationships Curriculum Project will culminate in the hiring of a minimum of two peer trainers and the provision of at least 28 hours of Healthy Relationships training to other adults with developmental disabilities from the tri-counties community by the end of the grant cycle. The project also seeks to lay the foundation for ongoing training opportunities and the development of additional peer trainer positions in the Tri-Counties area.

2. QUALIFICATIONS OF ORGANIZATION

The mission of PathPoint is to provide comprehensive training and support services that empower people with disabilities, disadvantages or mental illnesses to live and work as productive members of their communities. Founded in Santa Barbara in 1964 to provide job skills training and job placement for people on public assistance, PathPoint has developed and expanded to a five-county service area with programs specializing in fully integrating people with disabilities (primarily adults with developmental disabilities and/or mental illnesses) into the mainstream of community life. Annually, PathPoint provides services to over 2,400 people in five counties in southern and central California, including **386 in San Luis Obispo County, 809 in Santa Barbara County, and 442 in Ventura County** (Area Board 9). PathPoint is governed by an all-volunteer Board of Directors and employs 308 full-time and 116 part-time/on-call individuals.

Through person-centered planning and individual service delivery, we serve people with:

- Cognitive disabilities (intellectual disabilities, cerebral palsy, seizure disorders and/autism)
- Physical disabilities (traumatic brain injury, quadriplegia, stroke, etc.)
- Mental illnesses (schizophrenia, bipolar disorder and depression)
- Economic disadvantages (low-income seniors and at-risk youth)

PathPoint has a demonstrated history of consumer involvement and experience in advocacy in issues of importance to people with disabilities throughout our five-county service area. Our programs are person-centered, collaborative and leveraged.

3. COLLABORATIONS

PathPoint is a strong proponent of collaboration and enjoys a long history of successful partnerships. At PathPoint's San Luis Obispo County Division, the lead in this proposal, staff have been involved with and helped to facilitate meetings of People First of San Luis Obispo (PFSLO) for over twenty years. Beginning in the 1980s PathPoint of San Luis Obispo County has hosted and facilitated self-advocacy meetings. The local group adopted the name "Advocates for a Better Tomorrow," which grew into a group called "People First of San Luis Obispo." PathPoint has supported People First members in attending conferences and hearings in Sacramento and organizing local events. Demonstrating advocacy in action, PathPoint (then known as Work Training Programs) worked with People First to attend Health and Human Services Hearings at the State Capitol. PathPoint also supported People First in their efforts to change state legislation, which called for allowing people with disabilities to use signature stamps when they vote throughout California. PathPoint and Advocates for a Better Tomorrow hosted candidate panels and the League of Women Voters at our day program centers prior to local elections. Both groups continue to thrive and be active in state and local issues.

Additional collaborations include the 2011 "Self-Advocacy and Safety Initiative". Working collaboratively with the American Red Cross, the San Luis Obispo Fire Department, and the Housing Authority of the City of San Luis Obispo, and several other community partners, the endeavor empowered people with significant disabilities to advocate on their own behalf in the event of a disaster or wide-spread emergency. The "Self-Advocacy and Safety" project provided training, tools, and resources so that individuals with disabilities developed or increased their knowledge, personal responsibility, leadership skills, and ability to advocate for emergency responses that reflected their specific challenges and needs. The "Self-Advocacy and Safety" initiative afforded another meaningful opportunity for leadership development and self-empowerment for people with disabilities; it also offered a model for including and encouraging non-disabled neighbors to participate with them.

PathPoint Healthy Relationships Curriculum Project builds on earlier collaborations. **The Healthy Relationships Curriculum Project** is also aligned with the mission of, and supported by, the collaborative efforts of the Coalition on Healthy Relationships and Sexuality (COHRS). PathPoint is a founding partner in COHRS, which is made up of interested persons from several Tri-County based organizations, including People First of San Luis Obispo (PFSLO), TCRC staff from all counties areas, AB9, and PathPoint. PathPoint staff have provided crucial support and facilitation of COHRS meetings and ensured that people with developmental disabilities and members of People First of San Luis Obispo (PFSLO) were included in all aspects of the growth and activities of COHRS. Since the inception of COHRS in 2009, COHRS members and PathPoint staff have been involved in researching programs and curriculums that address the needs of people we serve and meet the goals of the collaborative. PathPoint staff reviewed the *Friends and Relationships Course* by Dr. Jill Ryan in New Mexico, *Developing Healthy Sexual and Social Lives* by Monica J. Foster and viewed the webinar *Sexuality and Relationships* by Dave Hingsburger and Gary Kent (Open Future Learning). The Respect Yourself and Me & You human relationship courses were developed by WCALF with consultation from David Hingsburger. PathPoint supported PFSLO in bringing about local focus groups called Community Conversations which culminated in the Let's Talk DVD. PathPoint also supported COHRS and PFSLO in adopting a Sexual Bill of Rights, and recording people with disabilities reading them. Both DVDs have been used widely as training tools by COHRS member agencies in collaboration with the *Learning Community for Person*

Centered Practices. PathPoint also provides support to self-advocates who present and attend these trainings.

For this newest project, PathPoint will continue to work with community partners regarding access to information specific to health, sexuality and abuse prevention. This collaborative effort responds to the Strategic Plan for 2011-2016 of the California State Council on Developmental Disabilities goal on Health. The experience, information, and expertise gained from this endeavor will expand “control, choice, and flexibility” for people with disabilities over this deeply personal and sensitive aspect of health care. Insight gained and models developed would help initiate system change in dealing with the sensitive subject of sexuality, sexual rights, abuse prevention, and sexual relationships for people with developmental disabilities.

PathPoint provides experience and infrastructure to support training and the dissemination of information throughout the tri-county area. People First of San Luis Obispo (PFSLO) provides valuable input, feedback and support. Tri-Counties Regional Center offers a conduit through which individuals with disabilities, their families, and their supporters can be connected to community-based services. These partners formed the Coalition on Healthy Relationships and Sexuality (COHRS) to provide access to information and services that address the sexual lives and health needs of individuals with developmental disabilities. This group has been instrumental in identifying experts in the field to serve as consultants in this initiative.

The COHRS team has already begun to grow their coalition and will continue to reach out to other groups and interested members who live in the Tri-Counties region served by Area Board 9. Additional partners we will be reaching out to include other vendors, Community Care Licensing, Planned Parenthood, Sexual Assault Response professionals, and parent advocacy groups.

4. METHODOLOGY

Narrative, Methodology, Overview of Project Activities, Mission Consistency, Target Populations:

PathPoint is seeking funding to promote peer to peer education for adults with developmental disabilities about healthy relationships, human sexuality and abuse prevention by bringing trainers from the We Care A Lot Foundation (of Redding, CA) to share the Respect Yourself and Me and You curriculum with potential local peer trainers and members of the Coalition on Healthy Relationships and Sexuality collaborative. We are also asking for additional funding to train and hire a minimum of two peer trainers and begin providing the trainings in the Tri-Counties area.

PathPoint’s goals and methods for the project include:

- To provide healthy relationship and abuse prevention training to adults with developmental disabilities.
- To hire and train local peer trainers with expertise in the areas of healthy relationships, human sexuality and abuse prevention.
- To provide training in the immediate San Luis Obispo County/Northern Santa Barbara County areas and then prepare the groundwork to offer the trainings throughout the larger Tri-Counties area.

Overview of Project Activities:

- PathPoint provides two days of training from We Care A Lot Foundation (WCALF) as outlined in their proposal and bid (see attachment A). The training has been tentatively scheduled for early November of 2013 (Final date TBD)
- The Project Coordinator provides logistical support and coordination for the training from WCALF (including determining a suitable location to conduct the trainings, ensuring transportation is available to participants, etc.).
- The Project Coordinator works with COHRS members to make sure that we have a strong pool of potential trainers in attendance (developing and circulating flyers with job descriptions, etc.).
- After the WCALF training, the Project Coordinator facilitates in-depth training and practice sessions for potential trainers (a minimum of 16 hours).
- The Project Coordinator convenes an interview panel consisting of representatives from PathPoint, COHRS, and PFSLO to review applications and interview potential trainers.
- PathPoint hires a minimum of two peer trainers to provide either Respect Yourself and/or Me & You training sessions (2 full trainings) at least one time before the end of the grant cycle.
- The Project Coordinator and Training Facilitator provide community outreach and identify potential training host sites.
- The Training Facilitator schedules and organizes training sessions with host sites.
- The Training Facilitator provides ongoing training, support and feedback to Peer Trainers, as well as opportunities to rehearse and practice.
- The Training Facilitator ensures that all necessary materials are prepared and available for training sessions.
- The Project Coordinator collects information on attendance, pre/post tests and overall satisfaction with each training session for the purpose of continual improvement.
- The Project Coordinator reports progress and seeks feedback from COHRS in all aspects of fulfilling these goals.
- PathPoint leadership will seek to enter into an agreement with TCRC to be able to provide the Healthy Relationships training sessions locally (San Luis Obispo & North Santa Barbara counties) and conduct “Train the Trainer” opportunities in other parts of the Tri-County catchment area.

Consistency with Council’s Mission:

Full community inclusion for people with developmental disabilities remains an elusive goal if there is a lack of information, curriculum, community-based services, and healthcare professionals who recognize and understand the sexual lives and needs of people with disabilities. Access to information regarding health care is consistent with the SCDD mission and State Strategic Plan, 2011-2016. The primary goals of PathPoint’s Healthy Relationships Curriculum Project address several objectives identified in the SCDD State Plan, including **Objective 1c** (*educate self-advocates so they are better able to assert their human, service and civil rights, prevent abuse, neglect, sexual and financial exploitation and be better informed on issues that affect them*), **Objective 1e** (*at least 125 individuals with developmental disabilities will be supported and trained to become effective trainers of other individuals with developmental disabilities who in turn, will assume leadership roles*), and **Objective 4** (*public safety agencies get information and assistance to be knowledgeable and aware of the needs of individuals with developmental disabilities so they can respond appropriately when individuals have experienced abuse, neglect, sexual or financial exploitation or violation of legal or human rights*).

The goal on Health stipulates that individuals with developmental disabilities have access to a full range of “coordinated health, dental, mental health and other human and social services, including prevention

activities in their communities.” People with developmental disabilities need information that promotes healthy social and sexual lifestyles and relationships. Individuals with developmental disabilities have a right to basic information about sex and reproduction, healthy sexuality, making good choices in relationships, Sexually Transmitted Infections (STI) prevention, and knowledge regarding protection from sexual abuse. But for many people with developmental and/or intellectual disabilities, information without support and understanding from peers, industry professionals, direct service staff, families and health care providers can easily be misunderstood, confusing and even dangerous.

The *paid peer training* model promotes valued roles and opportunities for self-advocacy while ensuring that people who receive services are included in the process and delivery of those same services.

Target Population, Underserved Communities, & Cultural Diversity

As called for in the RFP, PathPoint’s Healthy Relationships Curriculum initiative serves adults eligible under the California definition of developmental disabilities. Although the individuals served by this project may not reside in a federally targeted poverty area, many individuals are underserved, live in rural and/or geographically isolated areas (particularly in San Luis Obispo County and north Santa Barbara County), and have limited access to the community-based services and health professionals available in highly urbanized areas.

People with developmental disabilities were instrumental in identifying the need for healthy social and sexual relationship education. They have been a driving force in articulating this issue and in closing the gap in addressing their rights and access to support, education, professional expertise, and resources.

PathPoint welcomes diverse populations into its programs. Nearly 20 percent of people served by programs in San Luis Obispo County area are of Mexican/Latino or African American heritage.

5. OUTCOMES & EVALUATION

PathPoint has experience with both internal and external evaluations. Conforming to a long-established quality assurance program that is administered by each division every year by PathPoint staff from outside the division, we assess and measure the conditions and satisfaction of our participants. In addition, we undergo evaluations by independent organizations. In November 2010, PathPoint achieved a three-year accreditation from CARF (Commission on Accreditation of Rehabilitation Facilities), which is its highest level of award. PathPoint is CARF-certified in San Luis Obispo County.

Expected Outcomes for Healthy Relationships Curriculum Project:

- Provide participants with information and skills necessary to live healthy adult lifestyles, maintain and improve sexual health, and recognize abuse and exploitation
- Train 30 participants (WCALF’s suggested optimal maximum) for the initial Introduction and Train the Trainer sessions
- Establish the paid peer trainer model, creating opportunities for adults with developmental disabilities to earn money, refine their leadership skills and have valued roles in their communities
- Identify six to twelve potential trainers
- Hire a minimum of two paid peer trainers to present the Healthy Relationships curricula (The Respect Yourself series is 16-18 hours of class time and the Me & You series is 8-10 hours)
- Paid Peer Trainers will provide two full training series to peers at least one time before the end of the grant cycle (either Respect Yourself twice or Respect Yourself and Me and You one time each),

based on consumer demand (each series is expected to provide training to a minimum of six individuals).

- Use pre and post-tests to assess the effectiveness and satisfaction of all training sessions
- Work with COHRS, TCRC, Area Board 9, Advocacy Groups and other interested parties to broadly share what we learn and replicate successes across the Tri-Counties
- Seek opportunities to raise community awareness and understanding about the need for human sexuality education as a critical means for preventing abuse and victimization of people with developmental disabilities by reaching out to the media and local service organizations
- Promote self-advocacy through the Healthy Relationships training sessions, including a better understanding of personal rights and the responsibilities that go along with them
- Continue to facilitate meetings of the Coalition on Healthy Relationships and Sexuality (COHRS) team
- Recruit additional community partners
- Promote a successful peer training model and the sharing of curriculum for use beyond the grant cycle
- Investigate new venues to disseminate information through conferences, health fairs, and the internet (webinars)
- Share resources and information with the other PathPoint divisions in Los Angeles County (Area Board 10) and Kern County (Area Board 8), serving 775 additional PathPoint consumers
- Provide ongoing consultation to groups that receive training for six months after grant's end

Evaluation of Outcomes:

PathPoint project staff will use the Final Report for ABIX Mini Grant to PFSLO in 2010 as a baseline and will survey members of PFSLO regarding how well they think the Healthy Relationships Curriculum addresses the needs and recommendations specified. The survey information will be included in our final report and will be used to develop further COHRS discussion topics and inform future COHRS projects.

Expected Number of People Served:

In addition to the initial 30 participants, and initial 2 training series (anticipate enrolling approximately 10 for each), it is a challenge to estimate the number of persons that could ultimately be reached through this effort. PFSLO had 147 people attend their *Community Conversations* in San Luis Obispo over a 2 month span in 2010. The We Care A Lot Foundation contracted with Far Northern Regional Center to provide 12 training series for approximately 60 participants per year. According to the most recent Client Characteristics Reports on DDS website (June 2013), there are 5,764 active consumers over the age of 18 residing in the TCRC area. Based on this information, should the project expand beyond the grant timeframe, we propose the training could reach between 60 and 120 participants per year.

Continuation of Activities:

Based on our experience over the last two years that the COHRS team has been meeting, we expect the coalition to grow, not only in the numbers of people and agencies involved but also in commitment and ability to facilitate discussions on the topic of abuse prevention, healthy social and sexual relationships, rights and responsibilities.

COHRS has support and participation of Regional Center personnel including managers and service coordinators. Mutual leadership is seeking the possibility of entering into a contract that would purchase ongoing training of the Healthy Relationships Curriculum Project for individuals served by TCRC.

Through the sharing of information with our PathPoint colleagues in Los Angeles County (Area Board 10) and Kern County (Area Board 8), as well as other areas we hope to create broader awareness of the issues of Healthy Social and Sexual Rights for People with Developmental Disabilities and create the impetus for broader systemic change. We look forward to the opportunity to search for additional grant funding to implement a similar process in these areas where PathPoint has offices and programs.

It is important to remember that the impetus for this project came from the people we support and People First of San Luis Obispo. In many ways this is a true grassroots effort. This initiative will help foster candid discussion of sensitive and deeply personal issues and systemic change. We believe that the ultimate impact of this Healthy Social and Sexual Rights endeavor will improve and enhance services and supports, and other assistance that protect the rights, self-determination, independence, satisfaction, and integration and inclusion of individuals with developmental disabilities in all facets of their lives.

1. Has this proposal been submitted to any other Area Board for potential funding during this cycle?
If yes, please list the additional Area Board:

No



Connecting People, Purpose and Communities Since 1964

Area Board 9 on Developmental Disabilities
200 East Santa Clara Street, Suite 210
Ventura, CA. 93001

315 West Haley Street, Suite 102
Santa Barbara, CA 93101
t 805.966.3310
f 805.966.5582

• www.pathpoint.org

July 18, 2013

Dear Area Board IX Program Development Grant Review Committee:

On behalf of the Board of Directors, the professional staff, and most especially the people with developmental disabilities we serve, PathPoint thanks you for the opportunity to submit our **"Healthy Relationships Curriculum Project"** for your consideration. This proposal is in response to the State Council on Developmental Disabilities' Community Program Development Grant, Cycle 36, Fiscal Year 2013-14.

We recognize that the Program Development Grant Program is a significant method of providing resources to initiate new and innovative programs/services for Californians with developmental disabilities and their families. We believe that our **"Healthy Relationships Curriculum Project"** proposal suits that purpose. PathPoint is seeking funding to promote peer to peer education for adults with developmental disabilities regarding healthy relationships, human sexuality and abuse prevention by bringing trainers from the We Care A Lot Foundation (of Redding, CA) to share the Respect Yourself and Me and You curriculum with potential local peer trainers and members of the Coalition on Healthy Relationships and Sexuality collaborative. We are also asking for funding to create career opportunities by hiring a minimum of two peer trainers to begin providing the curriculum in the Tri-Counties area. The issue of sexual relationships among persons with developmental disabilities has long been a difficult topic for people with disabilities, family members, care providers and funders to address. The Healthy Relationships Curriculum provides a forum, resources, and workshops that address this sensitive and deeply personal aspect of people's lives.

PathPoint's mission is to provide comprehensive training and supports that empower people with disabilities or disadvantages to live and work as valued members of their communities. If funded, we intend to broadly share the experience gained in this endeavor to enhance services throughout the Tri-County area and in other counties served by PathPoint. **PathPoint has the cash flow to support the activities in this proposal until invoices are submitted, approved and payment received.**

PathPoint leadership and financial executives support this proposal. **We have carefully read and understand all the provisions in this RFP and agree to be bound by them. We have fully read and reviewed the terms and conditions as stated in the State Contracting Requirements, attached to this RFP, and, that by submitting a response understands that this document represents the agreement that we will be expected to execute if we are successfully awarded a Cycle 36 CPDG from the SCDD.**

We wholeheartedly endorse the mission of the State Council on Developmental Disabilities to implement programs that "achieve self-determination, independence, productivity and inclusion in all aspects of community life for Californians with developmental disabilities and their families." I am available, at your convenience, to answer any question you may have. Thank you for your time and consideration of this proposal. We look forward to the results of the review committee process in September.

Sincerely,



Cynthia S. Burton
President/CEO

enc: Project Data Sheet, Proposal Narrative, Budget, Attachments

PathPoint... celebrating more than 45 years of Connecting People, Purpose & Communities

Board of Directors: Barbara Steveson, *Chair* Christopher Jones, *Vice Chair/Treasurer* Mary Ellen Tiffany, *Secretary*
Jeffrey Dodds Shari Isaac Joe Sanguinet Jean Smith Randy Weiss Bob Voorhees
Cynthia S. Burton, *President/CEO*

4100 - State Council on Developmental Disabilities
Grant Budget Detail Sheet
October 1, 2013 thru September 30, 2014

Category of Expense	SCDD Grant Funds	Other Funds	Total Project Costs
Salaries and Wages			
1) Peer Trainers (100 hours)	\$950	\$0	\$950
2) Training Facilitation/Coordination (100 hours)	\$1,800	\$0	\$1,800
3) Project Coordination (150 hours)	\$1,350	\$1,350	\$2,700
4) Project Director	\$0	\$1,200	\$1,200
Subtotal Salaries and Wages	\$4,100	\$2,550	\$6,650
Fringe Benefits	\$1,353	\$842	\$2,195
Consultant / Subcontracted Services			
1) We Care A Lot Foundation	\$3,430	\$450	\$3,880
NOTE: No grant monies will be used to pay for WCALF food costs; this will be paid for by PathPoint.	\$0	\$0	\$0
3)	\$0	\$0	\$0
Subtotal Consultant / Subcontracted Services	\$3,430	\$450	\$3,880
Travel	\$400		\$400
Office Supplies	\$140	\$100	\$240
Printing	\$100	\$50	\$150
Space Occupancy / Rent	\$0	\$200	\$200
Equipment	\$0	\$0	\$0
Administrative Overhead	\$476	\$762	\$1,238
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Totals	\$9,999	\$4,954	\$14,953
Maximum	\$10,000		